

Dexter Downtown Development Authority

December 17, 2015 <> 7:30 AM

Dexter Senior Center

7720 Ann Arbor Street

Dexter, MI 48130

MINUTES

1. Call to Order: Called to order at 7:31 on December 17, 2015 by Vice-Chairman Doug Finn.

2. Roll Call

Becker, Patrick-ab	Bellas, Rich	Brouwer, Steve-ab
Covert, Tom	Darnell, Don	Finn, Doug
Jones, Carol	Keough, Shawn	Model, Fred-ab
O'Haver, Dan-ab	Schmid, Fred	Willis, Randy

Also in attendance: Michelle Aniol, Community Development Manager; and Chuck Eckenstahler, Fanning/Howey; Jim Carson, Dexter City Council Member; John Heiss, O'Brien Construction; residents and media.

3. Approval of Minutes from the Regular November 19, 2015 Meeting:
Motion Willis; support Darnell to approve the regular meeting minutes of November 19, 2015 as presented.

Unanimous voice vote approval with Becker, Brouwer, Model and O'Haver absent.

4. Approval of Agenda:
Motion Keough; support Schmid to approve the agendas presented.

Unanimous voice vote approval with Becker, Brouwer, Model and O'Haver absent.

5. Pre-arranged Audience Participation:

None

6. Non-Arranged Citizen Participation:

None

7. Treasurer's Report:

a) December Invoices: Invoice Scott Munzel for Attorney fees in the amount of \$4,093.81, invoice from Scott Munzel for Broad Street/DTE substation in the amount of \$68.00, and invoice from US Bank for Bond Fees in the amount of \$1,000.00 for a total of \$5,161.81.

Motion Schmid; support Willis to pay the December invoices in the amount of \$5,161.81.

Ayes: Bellas, Covert, Darnell, Finn, Jones, Keough, Schmid and Willis.

Nays: None

Absent: Becker, Brouwer, Model and O'Haver

Motion carries

b) Approval of December 2015 Treasurer's Report

Motion Schmid; support Darnell to approve the December Treasurer's Report as presented.

Ayes: Bellas, Covert, Darnell, Finn, Jones, Keough, Schmid and Willis.

Nays: None

Absent: Becker, Brouwer, Model and O'Haver

Motion carries

8. Correspondence / Communications:

None

9. Action Items:

a) RFQ Committee Recommendation RE: Development Partner for the Downtown Redevelopment Opportunity

Ms. Aniol reported that the RFQ Committee voted unanimously to select Foremost Development as the development partner for the 3045 Broad Street project. Mr. Keough explained the pre-development agreement.

Motion Willis; support Covert that the Dexter Downtown Development Authority recommends to the City Council to have the RFQ Committee negotiate a Pre-Development Agreement with Foremost Development Company for the Downtown Redevelopment Opportunity known as 3045 Broad Street. The Committee came to this decision following a thorough vetting process, which included a Request for Qualifications (RFQ), a public interview, and two face-to-face interviews. The committee cited the following findings in making their decision:

- *Conventional financing*

- *Proposed a well thought out timeline/schedule*
- *Continual engagement in the process*
- *Experience with other similar success development projects*
- *Qualified team of consultants*
- *Thorough check of references*
- *Commitment to community input*
- *Communicated an understanding of existing site conditions*

Ayes: Bellas, Covert, Darnell, Finn, Jones, Keough, Schmid and Willis.

Nays: None

Absent: Becker, Brouwer, Model and O'Haver

Motion carries

10. Discussion Updates:

a) Chuck Eckenstahler and Carl Baxmeyer – Retail Market Analysis Update.

Mr. Eckenstahler gave a presentation on the Retail Market Study reporting that they have used 2016 information and that the key variables for Dexter are growth in households, household income that is higher in the area and state and the use of the school system area for the study. He reported receiving 14 responses from merchants. What does this study mean to Dexter? First floor retail with living areas above. The next step will be to take the information and break it down to recommend what store types and business for the next five years.

Comments: Numbers of households may be underestimated knowing the proposed project and this study doesn't take into consideration of businesses along the Jackson Road corridor.

b) OHM Scope of work RE: Trash Receptacle Installation

Discussion followed

11. City Mayor and Staff Reports

a) Mayor – Shawn Keough

- *All motions for summary disposition in the Dexter Wellness case have been filed as well as the responses from Chelsea Wellness Foundation. Now waiting for the judge to respond. The trial is scheduled to start on January 4, 2016.*
- *Wish all a Merry Christmas and Happy New Year.*

b) Staff – Michelle Aniol

- *Congratulations to Don Darnell for getting the 8080 Grand Street property under contract.*
- *Is the DDA interested in reviewing the zoning use in various districts? Planning Commission will be looking at this at their January 4 meeting for the purpose to clarify usage.*

12. Chairman's Report:

Items for January 21, 2016 Agenda

- OHM Report on Trash
- Planning Commission Update

13. Non-Arranged Citizen Participation:

None

14. Adjournment

*Motion Darnell; support Covert to adjourn the meeting at 8:22 AM.
Unanimous voice vote approval with Becker, Brouwer, Model and
O'Haver absent.*

Respectfully submitted,
Carol Jones, Secretary

DRAFT

Memo

To: Dexter DDA

From: Thomas Covert, DDA Treasurer and Marie Sherry, City Treasurer

Date: January 15, 2016

Re: Treasurer's Report – January 2016 Meeting

Invoice Approval Notes

- Scott E. Munzel, P.C.; Dexter Wellness Center Attorney Fees: \$9,412.11
- Combined total due for all invoices is \$9,412.11

Cash Status

DDA Cash Balances Report

12-31-2015

Fund	Account Name	General Ledger Balance	Notes
248 - DDA General	TCF Pooled Account	\$ -	
394 - DDA Debt	TCF Pooled Account	\$ -	
	Total DDA Pooled Checking	\$ -	
248 - DDA General	TCF Money Market Account	\$ 428,721.61	
394 - DDA Debt	TCF Money Market Account	\$ -	
	Total DDA Pooled Savings	\$ 428,721.61	
248 - DDA General	ONB Money Market Account	\$ 202,567.41	
394 - DDA Debt	ONB Money Market Account	\$ -	
	Total DDA Pooled Savings	\$ 202,567.41	
248 - DDA General			
	Total Non-Pooled	\$ -	
Total General Cash		\$ 631,289.02	
Total Debt Cash		\$ -	
		\$ 631,289.02	
Month End Cash		\$ 631,289.02	
Projected FY 15/16 Revenue All Funds		\$ 228,753.65	
Projected FY 15/16 Expenditures All Funds		\$ (441,467.92)	
Wellness Center Set Aside		\$ (224,904.00)	Added set aside for FY 2015-2016
Projected Year End Cash		\$ 193,670.75	

Budget FY 15/16

Following are the Fiscal Year 2015-2016 Revenue and Expenditure Reports through December 31st.

01/15/2016	REVENUE AND EXPENDITURE REPORT FOR CITY OF DEXTER					
	PERIOD ENDING 12/31/2015					
	% Fiscal Year Completed: 50.27					
GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 000-ASSETS, LIABILITIES & REVENUE						
248-000-415.000	TAX CAPTURE REVENUE	287,500.00	287,500.00	239,053.46	48,446.54	83.15
248-000-574.001	PERSONAL PROPERTY TAX REIMBURSEMENT	5,300.00	5,300.00	0.00	5,300.00	0.00
248-000-665.000	INTEREST EARNED	500.00	500.00	1,782.10	(1,282.10)	356.42
248-000-671.000	OTHER REVENUE	0.00	0.00	4,320.37	(4,320.37)	100.00
248-000-695.494	TR IN DDA PROJECT FUND 494	186,500.00	186,500.00	186,201.83	298.17	99.84
Total Dept 000-ASSETS, LIABILITIES & REVENUE		479,800.00	479,800.00	431,357.76	48,442.24	89.90
TOTAL Revenues		479,800.00	479,800.00	431,357.76	48,442.24	89.90
Expenditures						
Dept 248-ADMINISTRATION						
248-248-802.000	PROFESSIONAL SERVICES	5,000.00	5,000.00	937.50	4,062.50	18.75
248-248-803.000	CONTRACTED SERVICES	1,700.00	1,700.00	0.00	1,700.00	0.00
248-248-810.000	ATTORNEY FEES	15,000.00	15,000.00	26,001.29	(11,001.29)	173.34
248-248-880.000	DOWNTOWN EVENTS	500.00	500.00	500.00	0.00	100.00
248-248-957.002	DDA CAPTURE REFUNDS	500.00	500.00	0.00	500.00	0.00
Total Dept 248-ADMINISTRATION		22,700.00	22,700.00	27,438.79	(4,738.79)	120.88
Dept 442-DOWNTOWN PUBLIC WORKS						
248-442-803.015	CITY MAINTENANCE	5,000.00	5,000.00	0.00	5,000.00	0.00
248-442-970.000	CONTRACTED CAPITAL IMPROVEMENTS	15,900.00	15,900.00	13,928.00	1,972.00	87.60
Total Dept 442-DOWNTOWN PUBLIC WORKS		20,900.00	20,900.00	13,928.00	6,972.00	66.64
Dept 901-CAPITAL IMPROVEMENTS						
248-901-972.001	PURCHASE OF HOUSE	20,000.00	20,000.00	0.00	20,000.00	0.00
248-901-972.002	DTE SUBSTATION MOVE	25,000.00	25,000.00	0.00	25,000.00	0.00
248-901-972.004	3045 BROAD STREET REDEVELOPMENT	25,000.00	25,000.00	0.00	25,000.00	0.00
Total Dept 901-CAPITAL IMPROVEMENTS		70,000.00	70,000.00	0.00	70,000.00	0.00
Dept 965-TRANSFERS OUT - CONTROL						
248-965-999.394	TR OUT FOR BOND PAYMENTS - 394	282,200.00	282,200.00	101,881.73	180,318.27	36.10
Total Dept 965-TRANSFERS OUT - CONTROL		282,200.00	282,200.00	101,881.73	180,318.27	36.10
TOTAL Expenditures		395,800.00	395,800.00	143,248.52	252,551.48	36.19
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		479,800.00	479,800.00	431,357.76	48,442.24	89.90
TOTAL EXPENDITURES		395,800.00	395,800.00	143,248.52	252,551.48	36.19
NET OF REVENUES & EXPENDITURES		84,000.00	84,000.00	288,109.24	(204,109.24)	342.99

Fund 394 - DDA DEBT FUND						
Revenues						
Dept 000-ASSETS, LIABILITIES & REVENUE						
394-000-695.248	TRANSFER IN FROM DDA FUND 248	282,200.00	282,200.00	101,881.73	180,318.27	36.10
Total Dept 000-ASSETS, LIABILITIES & REVENUE		282,200.00	282,200.00	101,881.73	180,318.27	36.10
TOTAL Revenues		282,200.00	282,200.00	101,881.73	180,318.27	36.10
Expenditures						
Dept 850-LONG-TERM DEBT						
394-850-992.000	BOND FEES	1,000.00	1,000.00	0.00	1,000.00	0.00
394-850-997.003	DDA 2008 TAXABLE BOND (\$1.6M)	80,700.00	89,000.00	13,400.92	75,599.08	15.06
394-850-997.004	DDA 2008 BOND (\$2+M)	117,500.00	117,500.00	46,220.63	71,279.37	39.34
394-850-997.005	2011 REFUNDING BOND (\$620K)	83,000.00	83,000.00	42,260.18	40,739.82	50.92
Total Dept 850-LONG-TERM DEBT		282,200.00	290,500.00	101,881.73	188,618.27	35.07
TOTAL Expenditures		282,200.00	290,500.00	101,881.73	188,618.27	35.07
Fund 394 - DDA DEBT FUND:						
TOTAL REVENUES		282,200.00	282,200.00	101,881.73	180,318.27	36.10
TOTAL EXPENDITURES		282,200.00	290,500.00	101,881.73	188,618.27	35.07
NET OF REVENUES & EXPENDITURES		0.00	(8,300.00)	0.00	(8,300.00)	0.00
Fund 494 - DDA PROJECT FUND						
Revenues						
Dept 000-ASSETS, LIABILITIES & REVENUE						
494-000-665.000	INTEREST EARNED	0.00	0.00	6.86	(6.86)	100.00
Total Dept 000-ASSETS, LIABILITIES & REVENUE		0.00	0.00	6.86	(6.86)	100.00
TOTAL Revenues		0.00	0.00	6.86	(6.86)	100.00
Expenditures						
Dept 965-TRANSFERS OUT - CONTROL						
494-965-999.248	TRANSFER OUT TO DDA FUND 248	186,500.00	186,500.00	186,201.83	298.17	99.84
Total Dept 965-TRANSFERS OUT - CONTROL		186,500.00	186,500.00	186,201.83	298.17	99.84
TOTAL Expenditures		186,500.00	186,500.00	186,201.83	298.17	99.84
Fund 494 - DDA PROJECT FUND:						
TOTAL REVENUES		0.00	0.00	6.86	(6.86)	100.00
TOTAL EXPENDITURES		186,500.00	186,500.00	186,201.83	298.17	99.84
NET OF REVENUES & EXPENDITURES		(186,500.00)	(186,500.00)	(186,194.97)	(305.03)	99.84
TOTAL REVENUES - ALL FUNDS						
		762,000.00	762,000.00	533,246.35	228,753.65	69.98
TOTAL EXPENDITURES - ALL FUNDS		864,500.00	872,800.00	431,332.08	441,467.92	49.42
NET OF REVENUES & EXPENDITURES		(102,500.00)	(110,800.00)	101,914.27	(212,714.27)	91.98

Fund 494 has been closed and all assets moved to Fund 248.

Revenue Notes

- The City Treasurer has contacted the Michigan Department of Treasury in regard to the small parcel personal property exemption reimbursement. The payment is expected to be received before the end of our fiscal year.

LaFontaine Chevrolet Michigan Tax Tribunal Case

- After discussion with Nathan Voght at Washtenaw County, the preliminary decision in regard to the 2015-2016 brownfield payment is to set it aside in escrow until resolution of the Tax Tribunal case. The City Treasurer will be discussing this matter with the City Assessor and will update the DDA in February of there are any changes to this decision.

Attorney Fees – Budget Amendment

- A budget amendment for attorney fees (primarily for DWC litigation) is being presented. After this month's invoice is paid, the balance will be \$35,413.40, which is \$20,413.40 over the original budget. An amendment of \$30,000 is being suggested (to bring the amended budget up to \$45,000), however the DDA should expect to make an additional amendment towards the end of the fiscal year to account for the trial and follow up costs.

DDA Financial Forecast– *Nothing new at this time*

DDA Project Summaries – *Nothing new at this time*

Required Reporting

- Form 5176 – Request for State Reimbursement of Tax Increment Finance Authority. Deadline to file for 2016 is June 15th.
- Form 2604 – Tax Increment Financing Plan Report for Capture of Property Taxes (deadline to file is July 31st of each year).
- Qualifying Statement – File the Fiscal Year 2014-2015 Statement by December 31, 2015. *Filed electronically December 23, 2015.*
- Audit – File the 2014-2015 Audit by December 31, 2015. *Filed electronically December 23, 2015.*
- Publish the Fiscal Year 2014-2015 Annual Report by February 2016.

Tax Capture Update – *Nothing new at this time*

- The City has the assessment roll. Over the course of the next several months, the roll will be reviewed by the assessor, and he is aware that the DDA would like a review of parcels included within the district.

Annual Audit

The audit is complete and has been filed. The auditor will present to City Council at their January 25th meeting. Relevant pages for the DDA are pp 13-16, p 22, pp 33-35, p 56 and p 61. Copies of these pages accompany this report. The complete report can be viewed on the City's website: http://dextermi.gov/sites/dextermi.gov/files/client_files/documents/city_of_dexter_2015-06-30_audit_signed.pdf



City of Dexter Downtown Retail Market Assessment

Report #2

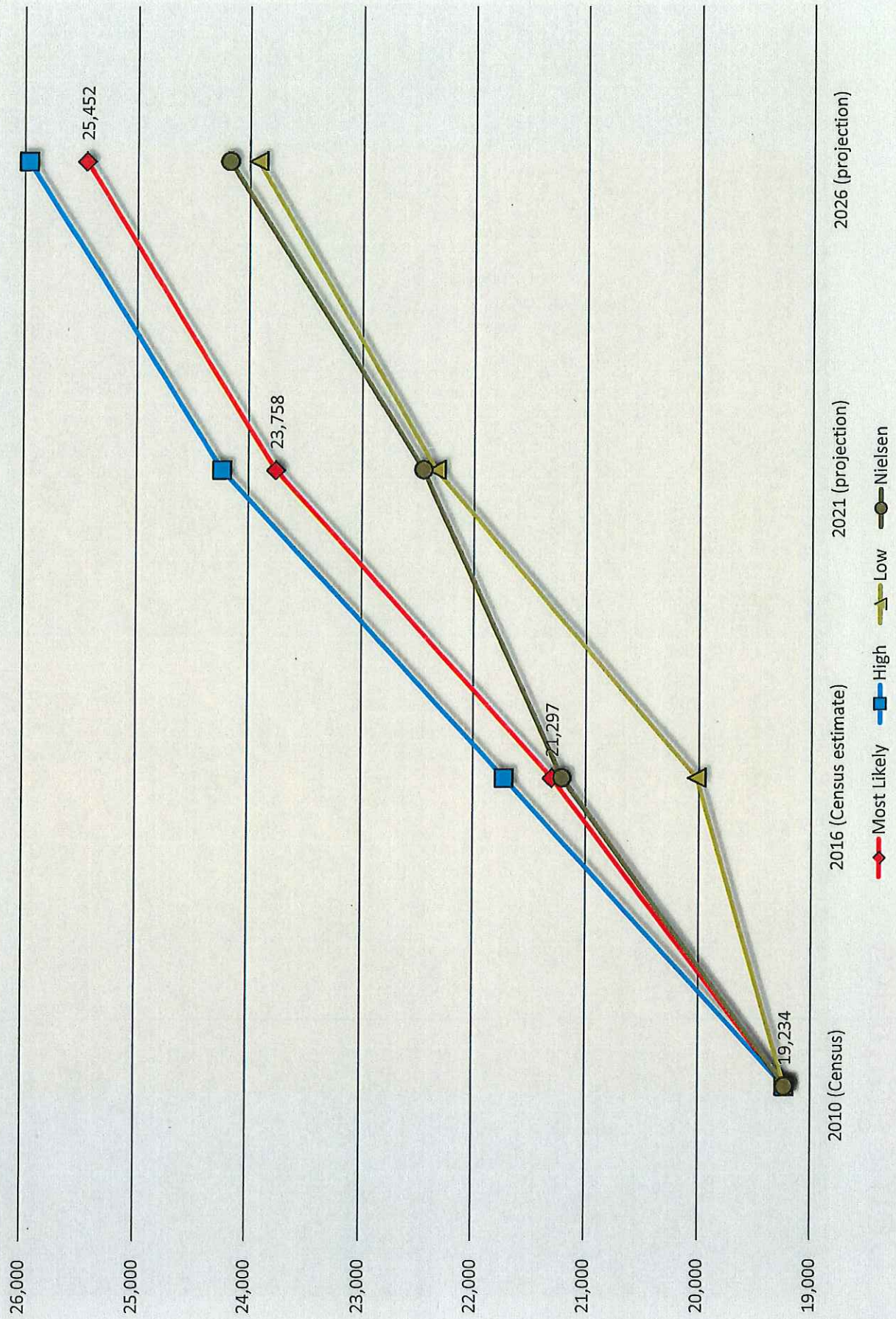
January 21, 2016

Chuck Eckenstahler & Carl Baxmeyer

Demographics

- Study Area represents the boundary of the Dexter Community Schools area
- Four projections developed:
 - **“Most Likely”** – based on continuation of current housing development (450 units annually in county)
 - **“High”** – return to 50% of pre-recession development levels (1,000 units annually in county)
 - **“Low”** – decline to 50% of current development levels (250 units annually in county)
 - **Nielsen** – projections to 2021 extrapolated to 2026
- All projections based on analysis of natality, mortality, housing, economics and migration patterns
- In all projections 5.2% of the new housing units would be in the study area
- Impact on the number of households

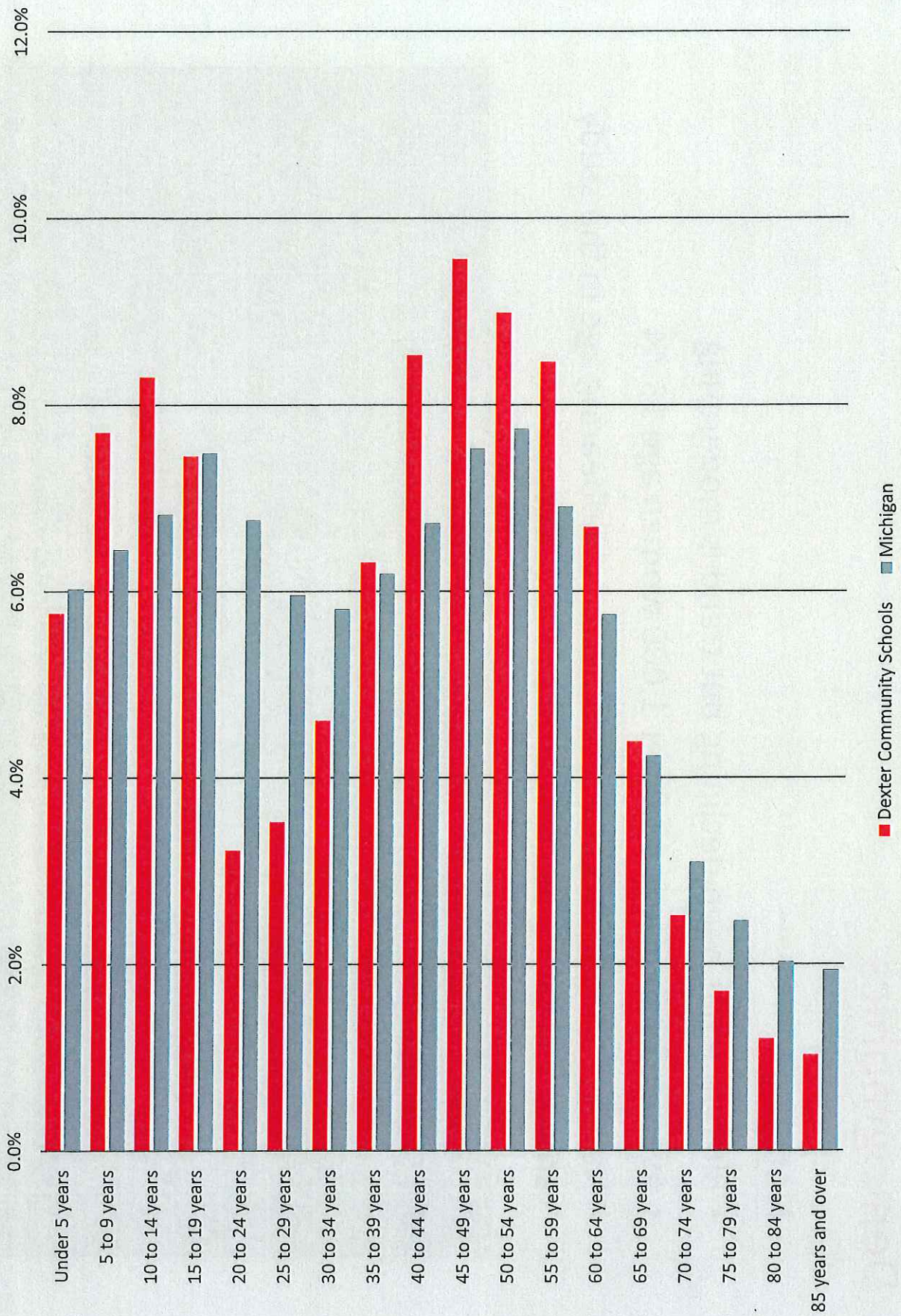
Study Area Population Projections



Demographics

	Most Likely				High			Low				
	2010	2016	2021	2026	2010	2016	2021	2026	2010	2016	2021	2026
	1,019	1,164	1,252	1,340	1,019	1,187	1,277	1,367	1,019	1,094	1,177	1,260
Age 0 - 4	1,462	1,539	1,658	1,777	1,462	1,570	1,691	1,813	1,462	1,447	1,559	1,670
Age 5 - 9	1,693	1,731	1,974	2,118	1,693	1,766	2,013	2,160	1,693	1,627	1,856	1,991
Age 10 - 14	831	806	878	943	831	822	896	962	831	757	826	887
Age 15 - 17	692	725	780	838	692	739	796	855	692	681	734	788
Age 18 - 20	554	750	779	837	554	765	795	854	554	705	732	787
Age 21 - 24	1,519	1,985	1,976	2,129	1,519	2,025	2,016	2,172	1,519	1,866	1,857	2,001
Age 25 - 34	2,943	3,256	3,283	3,651	2,943	3,321	3,349	3,724	2,943	3,061	3,086	3,432
Age 35 - 44	3,731	3,457	4,630	4,690	3,731	3,526	4,723	4,784	3,731	3,250	4,352	4,409
Age 45 - 54	2,827	3,038	3,619	3,705	2,827	3,099	3,691	3,779	2,827	2,856	3,402	3,483
Age 55 - 64	1,193	1,629	1,736	1,947	1,193	1,662	1,771	1,986	1,193	1,531	1,632	1,830
Age 65 - 74	539	857	793	1,044	539	874	809	1,065	539	806	745	981
Age 75 - 84	231	360	399	433	231	367	407	442	231	338	375	407
Age 85 and over	19,234	21,297	23,758	25,452	19,234	21,723	24,233	25,961	19,234	20,019	22,333	23,925
Total Population												
Demographic Groups	2010	2016	2021	2026	2010	2016	2021	2026	2010	2016	2021	2026
Pre-school	1,019	1,164	1,252	1,340	1,019	1,187	1,277	1,367	1,019	1,094	1,177	1,260
School Age Children	3,985	4,076	4,510	4,838	3,985	4,157	4,601	4,935	3,985	3,831	4,240	4,548
Young Adults	1,246	1,475	1,560	1,675	1,246	1,505	1,591	1,708	1,246	1,387	1,466	1,574
Parents (25-44)	4,462	5,241	5,259	5,780	4,462	5,346	5,364	5,896	4,462	4,927	4,943	5,433
Empty Nesters	6,559	6,495	8,249	8,395	6,559	6,625	8,414	8,563	6,559	6,105	7,754	7,891
Seniors	1,962	2,846	2,928	3,424	1,962	2,903	2,987	3,492	1,962	2,675	2,752	3,219
Total	19,234	21,297	23,758	25,452	19,234	21,723	24,233	25,961	19,234	20,019	22,333	23,925

Age Cohorts



Demographics

Natality

- Birth rate has been declining but trend is moderating
- Average birth rate is 48.0 per 1,000 women age 15-44
- Number and percentage of women of childbearing age in the study area is increasing as compared to the county

	Study Area	Washtenaw Co.	Study Area	Washtenaw Co.
Female population	2000		2010	
15 to 19 years	525	13,994	703	15,072
20 to 24 years	263	19,222	300	19,771
25 to 29 years	351	13,853	363	13,346
30 to 34 years	532	12,954	473	11,063
35 to 39 years	798	12,652	628	10,699
40 to 44 years	810	12,362	888	11,387
Totals	3,278	85,036	3,355	81,338
Pct (%) of County	3.9%		4.1%	

Demographics

Mortality

- Mortality rate fairly steady at 4.2 deaths per 1,000 person annually

Nativity and Mortality Rates	Nativity Rate	Mortality Rate
2001	49.9	4.5
2002	49.8	4.2
2003	49.8	4.1
2004	50.3	4.4
2005	50.0	4.1
2006	50.6	4.1
2007	47.4	4.1
2008	47.2	4.3
2009	46.8	4.5
2010	47.2	3.8
2011	46.3	4.0
2012	45.1	4.0
2013	44.0	4.0
Average (13 years)	48.0	4.2

Demographics

Housing

- New housing within the study area increasing as a percentage of the total new units built in the county
- Scio and Dexter Townships have most in the study area with lesser numbers in Lima and Webster Townships

	Dexter Community Schools			Washtenaw	
	Built During Period	Cumulative	% of County	Built During Period	Cumulative
2000 to 2010	1,265	7,672	5.2%	16,504	147,573
Built 1990 to 1999	1,808	6,407	4.9%	20,295	131,069
Built 1989	202	4,599	4.2%	3,464	110,774
Built 1985 to 1988	633	4,397	4.1%	8,971	107,310
Built 1980 to 1984	263	3,764	3.8%	5,053	98,339
Built 1970 to 1979	1141	3,501	3.8%	26,125	93,286
Built 1960 to 1969	618	2,360	3.5%	24,648	67,161
Built 1950 to 1959	473	1,742	4.1%	16,310	42,513
Built 1940 to 1949	232	1,269	4.8%	7,519	26,203
Built 1939 or earlier	1037		5.6%	18,684	

Demographics

Housing

- Pre-recession (1998 to 2007) an average of 2,019 units constructed annually in the county
- During the recession (2008 to 2012) construction fell to an average of 344 new units annually
- Post-recession (since 2013) an average of 600 units constructed annually
- Fairly steady for the past three years
- 2015 numbers not yet fully available

Demographics

Economics

- Substantial rebound post-recession (2011 to 2013) but not yet at “highest level” in 2000

Economic Activity			Employees		Establishments	
Washtenaw County	Employees	Establishments	Change	Pct	Change	Pct
1998	150,034	8,071				
1999	154,719	8,188	4,685	3.1%	117	1.4%
2000	157,464	8,252	2,745	1.8%	64	0.8%
2001	157,248	8,270	-216	-0.1%	18	0.2%
2002	150,487	8,296	-6,761	-4.3%	26	0.3%
2003	150,135	8,349	-352	-0.2%	53	0.6%
2004	153,330	8,283	3,195	2.1%	-66	-0.8%
2005	151,721	8,337	-1,609	-1.0%	54	0.7%
2006	149,581	8,286	-2,140	-1.4%	-51	-0.6%
2007	145,096	8,247	-4,485	-3.0%	-39	-0.5%
2008	140,524	8,132	-4,572	-3.2%	-115	-1.4%
2009	135,600	7,932	-4,924	-3.5%	-200	-2.5%
2010	132,543	7,905	-3,057	-2.3%	-27	-0.3%
2011	134,317	7,889	1,774	1.3%	-16	-0.2%
2012	138,860	7,957	4,543	3.4%	68	0.9%
2013	143,487	7,971	4,627	3.3%	14	0.2%

Demographics

Migration

- Net out-migration from Washtenaw County
- Increased substantially during the Great Recession (-3000 persons annually) but rate of out-migration is declining
- Potentially affected by students (grad students) migrating to/from other areas

Migration Number	2004 Inflow	2004 Outflow	2012 Inflow	2012 Outflow
Net Change	17,813	18,615	18,096	19,880
	-802		-1,784	
1	Wayne Co.	Wayne Co.	Wayne Co.	Wayne Co.
2	Oakland Co.	Oakland Co.	Oakland Co.	Oakland Co.
3	Livingston	Livingston	Livingston	Livingston
4	Jackson	Cook (IL)	Cook (IL)	Cook (IL)
5	Cook (IL)	Jackson	Lenawee	Jackson
6	Lenawee	Lenawee	Monroe	Monroe
7	Monroe	Monroe	Jackson	Lenawee
8	Macomb	Ingham	Macomb	Overseas
9	Ingham	Los Angeles (CA)	Ingham	Ingham
10	Genesee	New York (NY)	Los Angeles (CA)	Macomb

Demographics

Households

- Number of persons per household in the study area projected to hold at 2.68 per household

Households	Most Likely	High	Low	Nielsen
2026	9,504	9,694	8,934	9,182
2021	8,871	9,049	8,339	8,080
2016	7,952	8,111	7,475	7,668
2010	7,182	7,182	7,182	7,182

Demographics

Summary

- Reasons supporting projection trend:
 - Number of women of childbearing age in study area is increasing offsetting declining birth rate
 - Out-migration rate is declining
 - Births offset deaths and out-migration
 - Percent of new housing construction in the study area as compared to the county is increasing
 - Area economy in terms of number of employees and establishments is rebounding
- Factors to be considered:
 - Affecting dynamics (i.e., interest rates remain low) stable
 - Some infrastructure restrictions (Scio Township)

Trade Area Spending Potential Redefined

Income & Spending Trends				
Year	HH's	Avg HH Income	Total Income	Retail Goods
2016				
High	8,111	\$114,893	\$931,897,123	\$307,526,051
Most Likely	7,952	\$114,893	\$913,629,136	\$301,497,615
2021				
High	9,049	\$120,774	\$1,092,883,926	\$360,651,696
Most Likely	8,871	\$120,774	\$1,071,386,154	\$353,557,431
Retail Goods Increase 2016 - 2021				
				High
				Most Likely
				\$53,125,645
				\$52,059,816

Income & Spending Trends				
Year	HH's	Avg HH Income	Total Income	Retail Goods
2016	5,771	\$114,893	\$663,047,503	\$218,805,676
2021	6,081	\$120,774	\$734,426,694	\$242,360,809
Retail Goods Increase 2016 - 2021				\$23,555,133

Expanded Trade Area increases household count.

We opine that:

1. Household count will likely increase beyond current State and published second party demographic projections.
2. Most likely household count will double total amount of household income available for purchase of goods and services.
3. Trade area household income will increase in excess of \$50,000,000 in next 5-years.

Store Type Opportunities

General Retail Store Type Opportunity	HH Expenditures	Retail Supply	Opportunity
Motor Vehicle & Parts Dealers-441	\$60,416,228	\$14,116,202	\$46,300,026
Furniture & Home Furnishings Stores-442	\$6,618,428	\$1,637,972	\$4,980,456
Building Material, Garden Equipment Stores -444	\$34,851,820	\$24,661,772	\$10,190,048
Food & Beverage Stores-445	\$39,755,018	\$10,176,837	\$29,578,181
Clothing & Clothing Accessories Stores-448	\$14,624,183	\$630,583	\$13,993,600
Sporting Goods, Hobby, Book, Music Stores-451	\$5,822,422	\$1,361,978	\$4,460,444
General Merchandise Stores-452	\$36,192,462	\$4,699,550	\$31,492,912
Non-Store Retailers-454	\$27,890,067	\$1,039,947	\$26,850,120
Foodservice & Drinking Places-722	\$35,742,166	\$20,997,080	\$14,745,086

Retail Building Space Estimate

Building Space Supportable by Retail Store Type Opportunity					
General Retail Store Type Opportunity	HH Expenditures	Retail Supply	Opportunity	Supportable Sq. Ft.	
Motor Vehicle & Parts Dealers-441	\$60,416,228	\$14,116,202	\$46,300,026		125,815
Furniture & Home Furnishings Stores-442	\$6,618,428	\$1,637,972	\$4,980,456		13,534
Building Material, Garden Equipment Stores -444	\$34,851,820	\$24,661,772	\$10,190,048		27,690
Food & Beverage Stores-445	\$39,755,018	\$10,176,837	\$29,578,181		80,375
Clothing & Clothing Accessories Stores-448	\$14,624,183	\$630,583	\$13,993,600		38,026
Sporting Goods, Hobby, Book, Music Stores-451	\$5,822,422	\$1,361,978	\$4,460,444		12,121
General Merchandise Stores-452	\$36,192,462	\$4,699,550	\$31,492,912		85,579
Non-Store Retailers-454	\$27,890,067	\$1,039,947	\$26,850,120		72,962
Foodservice & Drinking Places-722	\$35,742,166	\$20,997,080	\$14,745,086		40,068
			Total		496,171
Supportable Building Space based on sales generation \$368 per square foot reported in business owner survey.					

Store Types with 10% Future Growth

Automotive		
Other Motor Vehicle Dealers-4412	19.2%	
Automotive Parts/Accessories, Tire Stores-4413	17.2%	
Furniture & Home Furnishings		
Furniture Stores-4421	12.2%	
Home Furnishing Stores-4422	13.3%	
Electronics & Appliances Stores-443	28.4%	
Electronics & Appliances		
Household Appliances Stores-443141	21.3%	
Electronics Stores-443142	29.5%	
Building Material, Garden Equipment		
Building Material & Supply Dealers-4441	14.3%	
Home Centers-44411	14.8%	
Paint & Wallpaper Stores-44412	11.4%	
Hardware Stores-44413	13.6%	
Other Building Materials Dealers-44419	14.1%	
Building Materials, Lumberyards-444191	14.6%	
Lawn/Garden Equipment/Supplies		
Outdoor Power Equipment Stores-44421	14.7%	
Nursery & Garden Centers-44422	16.2%	
Health & Personal Care		
Optical Goods Stores-44613	18.4%	
Clothing & Clothing Accessories		
Clothing Stores-4481	10.0%	
Men's Clothing Stores-44811	10.2%	
Women's Clothing Stores-44812	10.4%	
Family Clothing Stores-44814	10.0%	
Clothing Accessories Stores-44815	10.6%	
Jewelry, Luggage, Leather Goods Stores-4483	17.5%	
Jewelry Stores-44831	18.1%	
Luggage & Leather Goods Stores-44832	12.5%	
Sporting Goods, Hobby, Book, & Music		
Sporting Goods, Hobby, Musical Instrument Stores-4511	16.5%	
Sporting Goods Stores-45111	13.8%	
Hobby, Toy & Game Stores-45112	17.1%	
Sewing, Needlework & Piece Goods Stores-45113	11.3%	
Musical Instrument & Supplies Stores-45114	31.2%	
Book, Periodical & Music Stores-4512	17.6%	
Book Stores & News Dealers-45121	16.1%	
Book Stores-451211	16.7%	
News Dealers & Newsstands-451212	10.8%	
Prerecorded Tape, CD, Record Stores-45122	26.7%	
Miscellaneous Stores		
Florists-4531	12.1%	
Office Supplies, Stationery, Gift Stores-4532	15.5%	
Office Supplies & Stationery Stores-45321	19.2%	
Gift, Novelty & Souvenir Stores-45322	12.2%	
Used Merchandise Stores-4533	12.5%	
Other Miscellaneous Store Retailers-4539	15.1%	
Non-Store Retailers-454	10.6%	

THIS PAGE IS INTENTIONALLY BLANK

From: [Michelle Aniol](#)
To: [Dan O'Haver \(dano@danoland.com\)](#)
Cc: ["Keough, Shawn"](#); ["Jim Carson"](#); ["ellistell@aol.com"](#); ["julieaknight@yahoo.com"](#); ["James Smith \(jdsmith@umich.edu\)"](#); ["donnadlf@gmail.com"](#); ["zmichels@dextermi.gov"](#); ["Courtney Nicholls \(cnicholls@dextermi.gov\)"](#); ["Carol Jones"](#); ["jbreyer@dextermi.gov"](#); ["dano@danoland.com"](#); ["Doug Finn \(dougfinn88@gmail.com\)"](#); ["fredrx68@aol.com"](#); ["fredmodel@aol.com"](#); ["Patrick Becker"](#); ["Randy Willis"](#); ["Rick Bellas"](#); ["Steve Brouwer"](#); ["tjc@midwesternconsulting.com"](#); ["Don Darnell"](#); ["Carol Jones"](#); ["msherry@dextermi.gov"](#)
Subject: FW: Fiber Internet - Dexter?
Date: Friday, January 15, 2016 5:45:00 PM
Attachments: [PureBroadbandResolution v3.docx](#)

Dan,

This past summer, Comcast installed high speed fiber in the industrial park. While they were doing this, they offered to run the infrastructure to any business at no charge and without a service contract. To the best of my knowledge all but 2 of the companies in the industrial took advantage of this offer.

I sent an email to Anthony VanDerworp at Washtenaw County to see if they were working on this. As you can see from his email below, this is an issue on their radar screen. With the DDA meeting next week, this is a topic that could be discussed in greater detail. Would you have time to attend to participate in a discussion?

Steve, as the Chair of the DDA, do you have any objections to this being a discussion item on the agenda?

Thanks !!

Michelle Aniol

Community Development Manager

City of Dexter
8140 Main Street
Dexter, MI 48130-1092

734-426-8303 (main office)
734-580-2233 (direct)
248-721-5076 (mobile)

maniol@dextermi.gov
www.dextermi.gov



From: Anthony VanDerworp
Sent: Wednesday, January 13, 2016 12:58 PM
To: 'Michelle Aniol'
Subject: RE: Fiber Internet - Dexter?

YES! Internet access for businesses in this part of the county is indeed been mentioned over the past several years as a key to economic prosperity. The County attempted to get service providers to expand through a bid some years ago but that failed owing to traditional service provider platforms and profit models. Andy Brush from our IT department has been attending meetings of Pure Broadband (see attached resolution) and we have approached this subject with County Administration.

I will forward this e mail chain to Andy and Greg Dill his director for their consideration.

Thanks
Tony

From: Michelle Aniol [<mailto:maniol@dextermi.gov>]
Sent: Wednesday, January 13, 2016 11:55 AM
To: Anthony VanDerworp
Cc: Nathan Voght
Subject: FW: Fiber Internet - Dexter?

Anthony,
Is this a subject that's on the County's radar? Thanks!!

Michelle Aniol

Community Development Manager

City of Dexter
8140 Main Street
Dexter, MI 48130-1092

734-426-8303 (main office)
734-580-2233 (direct)

248-721-5076 (mobile)

maniol@dextermi.gov

www.dextermi.gov



From: Doug Finn [<mailto:dougfinn88@gmail.com>]

Sent: Wednesday, January 13, 2016 11:37 AM

To: Dan O'Haver

Cc: Keough, Shawn; Jim Carson; ellistell@aol.com; julieaknight@yahoo.com; James Smith (jdsmith@umich.edu); donnadlf@gmail.com; zmichels@dextermi.gov; Courtney Nicholls (cnicholls@dextermi.gov); Carol Jones; jbreyer@dextermi.gov; dano@danoland.com; fredrx68@aol.com; fredmodel@aol.com; Patrick Becker; Randy Willis; Rick Bellas; Steve Brouwer; tjc@midwesternconsulting.com; Don Darnell; maniol@dextermi.gov; Carol Jones; msherry@dextermi.gov

Subject: Re: Fiber Internet - Dexter?

Dan,

I've been loosely following its progress and hope to see it come to Washtenaw county. <http://golightspeed.com/> is the one set up in Lansing. Seem logical that Washtenaw county with its education, business and individual dynamics would be attractive for this type of service.

Doug

On Wed, Jan 13, 2016 at 11:24 AM, Dan O'Haver <dano@mangoreport.com> wrote:
Hello

I'm wondering if anybody has been following the progress Holland MI is making at brining high-speed (gigabit – 1,000 Megabits) to its businesses and residents? I'm looking into it for my businesses in Dexter and Comcast is quoting \$1,200 a month (for 100 megabits). I believe Holland's goal is to deliver their residential **gigabit** service for \$60 a month?

Link: <http://www.hollandfiber.org/updates/> , <http://www.hollandfiber.org/>

I know we spend public money on infrastructure projects having to do with roads and water, but wonder what it would cost to start building a fiber network. I think it would be a huge advantage for our city to 1) give our residents an alternative to Comcast, and 2) attract high-tech businesses and high-tech minded people to our community.

Has anyone in Dexter talked about this and/or started a group to look into it further?

Thanks,
Dan O'Haver

RESOLUTION # _____

RESOLUTION TO _____

At a _____ meeting of the [Township Name] Board, [County Name], Michigan, held at the [Township Hall Address], on the _____ of _____, 2015, at _____ p.m.

PRESENT: _____

ABSENT: _____

The following preamble and resolution were offered by _____ and seconded by _____.

WHEREAS, access to high-speed broadband service is critical to the township's mission of supporting the health, safety, well being, quality of life and productivity for all residents, educational pursuits, not-for-profits, medical services, and businesses throughout the township.

WHEREAS, access to high-speed broadband for many residents and businesses in the township is unavailable or prohibitively expensive; and

WHEREAS, Pure Broadband is a not-for-profit organization whose mission is to build fiber infrastructure to bring broadband to un-served and underserved areas of Michigan.

NOW, THEREFORE, BE IT RESOLVED, that [Township Name] Board of Trustees, operating within their normal business statutes, will strive to create an environment that is conducive to the development and implementation of a robust, affordable and sustainable high speed broadband service for [Township Name].

BE IT FURTHER RESOLVED, that [Township Name] will support Pure Broadband in their mission to bring affordable high-speed broadband to [Township Name].

A vote on the above Resolution was taken and was as follows:

ADOPTED:

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
) ss.
COUNTY OF [County Name])

I, the undersigned, the duly qualified and acting Township Clerk of the Township of [Township Name], [County Name], Michigan, CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a _____ meeting held on the _____ day of _____, 2015.

[Clerk Name], Township Clerk

STAFF REPORT

To: Chairman Brouwer and DDA Board of Directors
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager

Date: January 21, 2016

City Council Updates

- City Council voted unanimously to authorize the RFQ Committee to pursue a Pre-Development Agreement with Foremost Development Company. The approval is subject to the following condition:
 1. The Downtown Development Authority shall review the Pre-Development Agreement and make a recommendation to City Council. City Council shall have final authority to approve or deny the Agreement.
- Accompanying this report you will find the mobile vending ordinance and policy, which Council adopted at its January 11, 2016 meeting.
- Staff was contacted by James Brunt of LEHI Inspections and Services, LLC (www.lehiservices.com). Mr. Brunt expressed an interest in speaking with community leaders and businesses regarding the company's Home Inspection, Safety Assessments, Home and Business Automation and Safety Services. Mr. Brunt initial email to staff started off as follows:

"Kevin Emhaiser & Randy Richardville (Former senate majority leader) individuals on my senior leadership team would like to meet after the 1st of the year. This is regarding some economic development initiatives for your city & business community."

During a subsequent telephone conversation, Mr. Brunt repeatedly mentioned Mr. Emhaiser and Mr. Richardville. Council indicated it was not interested in listening to a presentation.

- City Council has directed the City Engineer to prepare a cost estimate for improvements to Edison Street, in light of a potential new company purchasing the property and changing the use of the property to warehousing and distribution.

The Adair Printing building is under contract to be sold to a company called Wingits (www.wingits.com). Wingits is a solutions company known for having the world's strongest fasteners and fixtures, such as grab bars, towel bars, and etc., primarily for the hospitality industry. The company holds several patents for their fastener and fixture technology.

The site (7850 Second St) is zoned I-1 Limited Industrial. Distribution and warehousing uses are allowed in the I-1 District as a special land use. The sale of the property is contingent upon the company obtaining special land use approval from the City.

Staff has informed the owners of the special land use review process and that improvements for parking and ingress/egress may be necessary due to the change in use, and the increase in truck traffic. Accompanying this report you will find an aerial photo of the site. As you know, Edison Street is an unimproved road right-of-way that abuts the subject property. The dashed red line illustrates the boundaries of the property at 7850 Second Street. The hatched area illustrates the unimproved Edison Street right-of-way. The company has indicated a willingness to making improvements on their property.

Planning Commission Updates

- The Planning Commission conducted a public hearing to consider an amendment to the Master Plan regarding oil and gas operations. There were no comments from the public. Following the public hearing the Commission postponed action on the amendment to its meeting in February because the proposed amendment was inadvertently eliminated from the packet.
- The Planning Commission voted 6-1 to recommend approval of the rezoning of First Street Park from R-3 Multiple Family Residential and I-1 Limited Industrial Districts to PP Public Park, to City Council. This case will be on Council's January 25, 2016 agenda.
- The Planning Commission reviewed Section 1 of the Capital Improvements Plan (CIP) at its December 2015 meeting, and Sections 3 -10 at during its January 2016 meeting. A copy of the table that outlines the proposed changes to Sections 1, and 3 – 10 accompanies this report. The Commission will review Section 2 (regarding Parks) at its February meeting.
- The Planning Commission held a worksession to review proposed/recommended changes to the Zoning Ordinance, specifically Article IV, Non-Conformities, Article XXII, Administration and Enforcement, and Article XXIV, Zoning Board of Appeals. At its worksession in November, the Planning Commission reviewed proposed/recommended changes Use Districts. The Commission will continue holding work sessions to review proposed/recommended changes to the Zoning Ordinance over the next 5-6 months. Accompanying this report you will find a copy of the packet given to the Planning Commission for its review of the draft Use Districts.
- The Planning Commission reviewed the Planned Unit Development (PUD) process, in light of the pending submission of a Request for PUD and Area Plan Approval by A.R. Brouwer for the property at the southwest corner of Grand Street and Baker Road. This review of the PUD process/requirements was beneficial for all members of the Commission. As it turns out, a significant amendment was completed to Article 19, PUD of the Zoning Ordinance in 2007. Many of the new provisions, standards and requirements resulting from the amendment have not been tested. This is because there has not been a residential PUD proposed since the ordinance was amended. A copy of the flow chart outlining the PUD process accompanies this report. Note: This flow chart has been updated since the Planning commission meeting. Staff recognized more detail was needed regarding the process following approval of an Area Plan. For example; an Approved Area Plan for a project 80 acres or less allows an applicant to submit for final site plan review, in accordance with Section 21.04.E. An Approved Area Plan for a project more than 80 acres allows an applicant to submit for preliminary site plan review.

In addition, staff and the Commission discussed density, in relation to the pending redevelopment. The following is a summary of the density discussion:

- o Section 19.02, sub-section A2 requires an applicant to demonstrate density on a parallel plan. The subject site is currently zoned I-1 Limited Industrial. Residential uses are not permitted in the I-1 district.
- o According to Section 19.03, sub-section A.1 the PC/City has the ability to make a determination regarding density in cases where a parcel is not zoned for residential use immediately prior to a PUD rezoning request. Density determination is based on existing and planned residential densities in the surrounding area, the availability of utilities and services, and the natural features and resources of a subject site.
- o The Master Plan designates the subject site as Baker Road Corridor-Mixed-Use. The intent of this designation is to accommodate existing uses, encourage the upgrading of this area through redevelopment, and provide amenities that encourage public transit use. A variety of housing types and higher densities for residential infill projects are identified as desirable land uses for this category and site. NOTE: In staff's December 7, 2015 report to the Planning Commission, the Master Plan designation for the subject site was incorrectly identified as Downtown-Mixed -Use.

- o The Master Plan identifies the Baker Road Corridor Overlay District as the ONLY compatible zoning district to the Baker Road Corridor - Mixed Use Future Land Use category. A minimum lot area for residential use has not been established for the Baker Road Corridor Overlay Zoning District. NOTE: In staff's December 7, 2015 report, the compatible zoning district was incorrectly identified as Central Business District.
- o The Master Plan designates property to the north as Multiple Family Residential, property to the south and east (across Baker Road) as Mixed-Use, and property to the west as open space/recreation.
- o Property zoned VR Village Residential abuts the Grand Street/Baker Road site on the north and south. Properties zoned R-1B Single Family Residential – Small Lot and C-1 General Business are located to the east of the subject site, across Baker Road, and PP Public Park property abuts the subject site to the west.

Miscellaneous Updates

- Staff is working with potential applicants, Dextech and Don Darnell, to schedule pre-application meetings.

MOBILE VENDING POLICY – CITY OF DEXTER
Adopted January 11, 2016

1. OBJECTIVES

A. The objectives of this policy shall be in accordance with the City Ordinance entitled "An Ordinance establishing procedures for the licensing of mobile vendors in the City of Dexter."

B. Definitions for relevant terminology may be found in Ordinance 2016-01, Section 1 "Definitions."

2. APPLICATION REVIEW

A. Pushcart vendors will only be permitted to vend at specific locations in the City:

1. Grassy triangular piece of public property located immediately in front of 8060 Main St., between the businesses and Main Street.
2. The piece of public property located adjacent to 3203 Broad St., next to the free-standing clock.
3. The public alleyway adjacent to 8101 Main St. and 3150 Broad St.

B. No more than two (2) pushcart vendors shall be licensed in the City at any given point in time. Failure to use a Pushcart Vendor License for three (3) consecutive weeks may result in the license being revoked.

C. In accordance with City Ordinance 2016-01, applicants must submit an application to the City Manager or their designee, along with appropriate fees to be eligible for a Pushcart Vendor License. Information to be included on the application shall include:

1. The applicant's name, current business address and telephone number.
2. Current government-issued identification document with photo of the applicant and any designated agent or person proposed to conduct pushcart vending.
3. The name under which the pushcart vendor will be doing business.
4. The proposed location(s) or geographic area from which the applicant intends to engage in pushcart vending.
5. A brief description of the nature of the pushcart vending operation and the items to be sold.
6. County health permits, if applicable.
7. A description of the pushcart to be used in the pushcart vending operation.
8. Whether the applicant or his or her designated agent has ever had any vendor license revoked or suspended and the date and jurisdiction of the denial, suspension or revocation.

D. The City Manager or their designee will review applications for conformance with the stated requirements and grant the license or deny the application.

E. Applications will be considered on a first-come-first-served basis until the specified locations are reserved for any given period of time. The City Manager or their designee will coordinate the location of use.

3. LICENSE FEES

A. Each applicant to whom a license is granted under the Policy shall pay a nonrefundable fee based on the period of use in the following amounts:

1. Less than one year - \$250.00
2. Less than six months - \$125.00
3. Less than three months - \$75.00
4. Less than 24 hours - \$15.00

4. REQUIREMENTS – PUSCHART VENDORS

A. Pushcart vendors, with valid Pushcart Vendor Licenses, may engage in pushcart vending on public property at specifically designated locations in the City, subject to the following requirements:

1. Pushcart vending shall be subject to Chapter 54 of the City of Dexter's Code of Ordinances "Traffic and Vehicles."
2. Licensees shall not block or impair vehicular or pedestrian traffic.
3. Licensees shall not stop on public property without being specifically approved for a specific location.
4. Licensees shall comply with all health requirements of the Federal Government, State of Michigan, and Washtenaw County health departments.
5. Licensees shall comply with Article 3 of the City of Dexter's Code of Ordinances "Noise," and specifically section 18-61 "Noise Restrictions."
6. Tables, carts, chairs, umbrellas or other vending-related installations separate from the pushcart shall not be erected on public property.
7. Licensees shall contain all materials and supplies in the pushcart and shall not store supplies or other materials on public property.
8. A pushcart shall not be left unattended for longer than 15 minutes.
9. Pushcart vending activity shall not violate the Americans with Disabilities Act.
10. No pushcart vendor shall operate between the hours of 11:00 p.m. and 8:00 a.m.
11. Any pushcart shall be removed from public property during the hours of non-operation.
12. Licensees shall keep the areas around their pushcart vending operation clean and free from litter at all times. A licensee shall remove all garbage and debris originating from its vending operation from the City and shall not dispose of its garbage and debris in City trash receptacles or City trash compactors unless authorized by the City.
13. Licensees shall supply a refuse container for public use that is capable of accommodating all refuse generated by the vending activity which shall be maintained and emptied regularly.
14. A pushcart vendor shall only use grills or other cooking facilities that are included as part of the original pushcart manufacturing. Unattached cooking facilities, including grills, are prohibited.

15. A pushcart vendor shall only use warming or refrigeration devices that are included as part of the original pushcart manufacturing.

16. Licensees shall not connect a pushcart to a source of City electricity, water, or sewer.

17. Public property shall not be altered and permanent fixtures of any kind shall not be installed on public property by the licensee. A pushcart shall not be secured or affixed to any public structure.

18. Licensees shall not use amplification or noise-making devices.

19. A pushcart's wheels shall be safely secured while the licensee is conducting business.

5. INDEMNITY AND INSURANCE

A. The Licensee shall, to the fullest extent permitted by law, defend, indemnify, and hold the City harmless against any claim that may arise from its use of public property. The Licensee shall obtain and maintain during the term of the license a comprehensive general liability insurance policy written on an occurrence basis having policy limits of no less than \$300,000 per occurrence. A certificate of insurance naming the City as an additional insured shall be filed by licensee with the approved application. The certificate shall provide that the City will receive 30 days prior written notice of cancellation or non-renewal.

CITY OF DEXTER
ORDINANCE #2016 - 1

AN ORDINANCE ESTABLISHING PROCEDURES FOR THE LICENSING OF MOBILE VENDORS IN THE CITY OF DEXTER.

1. ORDINANCE OBJECTIVES:

- A. To protect the health, safety, and welfare of the residents of the City of Dexter.
- B. To protect businesses that pay property taxes located in the City of Dexter.
- C. To ensure that applicants meet all applicable federal, state, and local laws and health codes.
- D. To ensure that proposed businesses add to the vitality and aesthetic appeal of the community.
- E. To create a business incubator opportunity in the downtown.

2. DEFINITIONS

- A. *Applicant* means any person who desires to conduct a pushcart vending operation on public property.
- B. *City* means the government organization that is the City of Dexter, Michigan.
- C. *City Manager* means the Chief Administrative Officer of the City and includes the position of Acting City Manager and Interim City Manager.
- D. *Designated agent* means the person designated by the applicant to receive notices authorized by this Ordinance on behalf of the applicant.
- E. *Food* means any products sold for human consumption, the sale of which is not prohibited by law.
- F. *Licensee* means an applicant who has obtained a license pursuant to this Ordinance to conduct a pushcart vending operation on public property.
- G. *Pushcart vendor* means a person who engages in pushcart vending.
- H. *Pushcart Vendor License* means a license that permits a pushcart vendor to engage in pushcart vending.
- I. *Pushcart vending* means selling, serving, or offering food for sale from a pushcart located on public property.
- J. *Mobile vending unit* means any motorized or non-motorized vehicle, cart, trailer, kiosk or other device designed to be portable and not permanently attached to the ground (other than a pushcart) that typically stops at a public or private property site for more than five minutes from which goods, wares, merchandise or food is vended, sold, served, displayed or offered for sale (e.g. food trucks).
- K. *Public property* means any public street, highway, alleyway, parking space, park, sidewalk or other property owned by the City of Dexter or the City's Downtown Development Authority.
- L. *Pushcart* means a non-motorized cart, kiosk or portable stand under 10' x 10' designed to be readily moveable from which goods, wares, merchandise or food are sold.

M. *Transitory vending unit* means a motorized vehicle that visits, or stops on, multiple public or private property locations on a daily basis for no more than five minutes per site per day from which food is vended, sold, served, or offered for sale (e.g. ice cream trucks). Transitory vending is not subject to regulation under this Ordinance section.

N. *Transitory vendor* means a person who sells, serves or offers to sell food, from a transitory vending unit. Transitory vendors are not subject to regulation under this Ordinance section.

3. PUSCHART VENDOR LICENSING

A. No person shall engage in pushcart vending on public property, except as specifically authorized by a Pushcart Vendor License.

4. POLICY

A. The City Manager shall adopt, or approve for adoption, a policy containing rules and regulations respecting the acquisition of a license by an applicant or designated agent for pushcart vending. These regulations may include dates of operation, hours of operation, locations, liability insurance, refuse containment, outdoor storage, and any other regulations as may be deemed necessary to protect the health, safety, and welfare of the residents of Dexter.

B. An applicant for a Pushcart Vendor License shall file an application form provided by the City Manager or their designee, along with appropriate fees.

C. The City Manager or their designee shall issue a Pushcart Vendor License authorizing pushcart vending subject to state, county, local health rules and regulations, and all City ordinances and codes along with the requirements of this Ordinance.

D. No person shall engage in pushcart vending, or employ or hire another to engage in such vending within the City, without possessing a valid license as provided in this Ordinance.

E. The vending, selling, serving, displaying or offering for sale of products other than food from a pushcart is prohibited on public property.

F. Licenses issued pursuant to this Ordinance shall not be transferable from one person to another. Any change in information provided in the application shall be provided to the City Manager or their designee within ten calendar days of any such change.

G. Any license issued to a pushcart vendor shall be displayed on the pushcart and shall be produced upon request of any law enforcement officer, city code inspector or county health inspector. Any required health inspection certificates shall also be displayed on the pushcart. Any change in the information provided in the application shall be provided to the City Manager or their designee within ten calendar days of any such change.

H. Vending, selling, serving, displaying or offering goods, wares, merchandise or food for sale from a mobile vending unit is prohibited on public property.

5. FEES

A. Each applicant to whom a license is granted under this article shall pay a nonrefundable fee in an amount established by City Council resolution.

6. LICENSE DENIAL; REVOCATION; SUSPENSION

A. Any application for a license may be denied, or any license may be revoked or suspended for a period up to one year, by the City Manager or their designee for any of the following reasons:

1. Fraud, misrepresentation, or false statement contained in the application.
2. Any violation of the provisions of this Ordinance or the accompanying policy regulating pushcart vending within one year prior to the date of application.
3. The applicant or designated agent has had any vendor license issued by any municipality revoked or suspended within the previous year.
4. The applicant has a suspended driver's license or has employed or hired a designated agent who has a suspended driver's license to transport the pushcart by motorized vehicle.
5. An application for a Pushcart Vendor License will be denied if the maximum number of Pushcart Vendor Licenses for the City as set forth in the pushcart vending policy has already been issued. Failure to use a Pushcart Vendor License may result in the City revoking the license.

B. In determining the appropriate administrative sanction, the City Manager or their designee shall consider the following factors: nature and timing of prior warnings; date(s) of violation; previous violations; duration of license; investment in business; circumstances of the violation; punishment imposed for previous violations; cooperation with City officials; and other aggravating or mitigating circumstances directly relating to any violation. If the City Manager or their designee determines that an application should be denied or that a license should be revoked or suspended, the City Manager or their designee shall notify the applicant or licensee in writing and identify the grounds by certified mail to the most recent mailing address as reflected in the records of the City Manager or their designee.

C. Appeals relating to the denial of a license application may be made to City Council. All such appeals shall be filed within 21 days after the City Manager provides the applicant with written notice of the denial.

D. It shall be unlawful for any person to operate a pushcart vending operation while the license for the pushcart vending operation is suspended or revoked. No license suspended or revoked shall be reinstated until a fee has been paid.

7. EXEMPTIONS

A. The following persons are exempt from the licensing requirements of this Ordinance:

1. Any person exempt from the licensing requirements of this chapter under state or federal law.
2. A person selling at a farmer's market, fair, festival or special event in connection with an approved special event. The person must receive permission to vend during the event from the sponsoring organization.
3. Any person vending, selling, serving, displaying or offering goods, wares, merchandise, or food for sale from a mobile vending unit on public property during permitted special events. The person must receive permission to vend during the event from the sponsoring organization.

8. VIOLATIONS AND PENALTIES

A. Any licensee, designated agent, or other person having control over any pushcart vending operation who causes, permits or facilitates any violation of any provision of this Ordinance is guilty of a

misdemeanor, pursuant to Chapter 1, Section 12 of the City of Dexter Code and may be enforced by a police officer or other authorized City official. Each day any violation of any provision of this Ordinance, or the failure to perform any act or duty required by this Ordinance, exists shall constitute a separate violation or offense.

9. SAVINGS CLAUSE

A. The various parts, sections and clauses of this Ordinance are declared to be severable. If any part, sentence, paragraph, section or clause is judged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected.

10. REPEAL

A. This Ordinance will supersede Ordinance Chapter 34 with regard to pushcart vending on public property. In all other regards, Ordinance Chapter 34 will control.

B. All regulatory provisions contained in other City ordinances which are inconsistent with the provisions of this Ordinance are repealed.

11. EFFECTIVE DATE; PUBLICATION

A. This Ordinance shall become effective upon publication of a notice in a newspaper circulated in the City, stating the date of the enactment and the effective date of the ordinance, a brief notice as to the subject matter of this Ordinance, and such other facts as the City Manager or their designee shall deem pertinent and that a copy of the ordinance is available for public use and inspection at the City office.

I, Carol Jones, Interim City Clerk for the City of Dexter, State of Michigan, do hereby certify that at a regular meeting of the Dexter City Council, held at the Dexter Senior Center, 7720 Ann Arbor Street, Dexter, MI 48130 in said City at 7:30 pm on the 11th day of January 2016, that the above ordinance was adopted. A public hearing on the ordinance was held on December 14, 2015.

Members Present: Keough, Smith, Fisher, Knight, Michels, Carson and Tell

Members Absent: None

That up on a motion made by Tell and seconded by Carson said Ordinance was adopted on the following roll call vote:

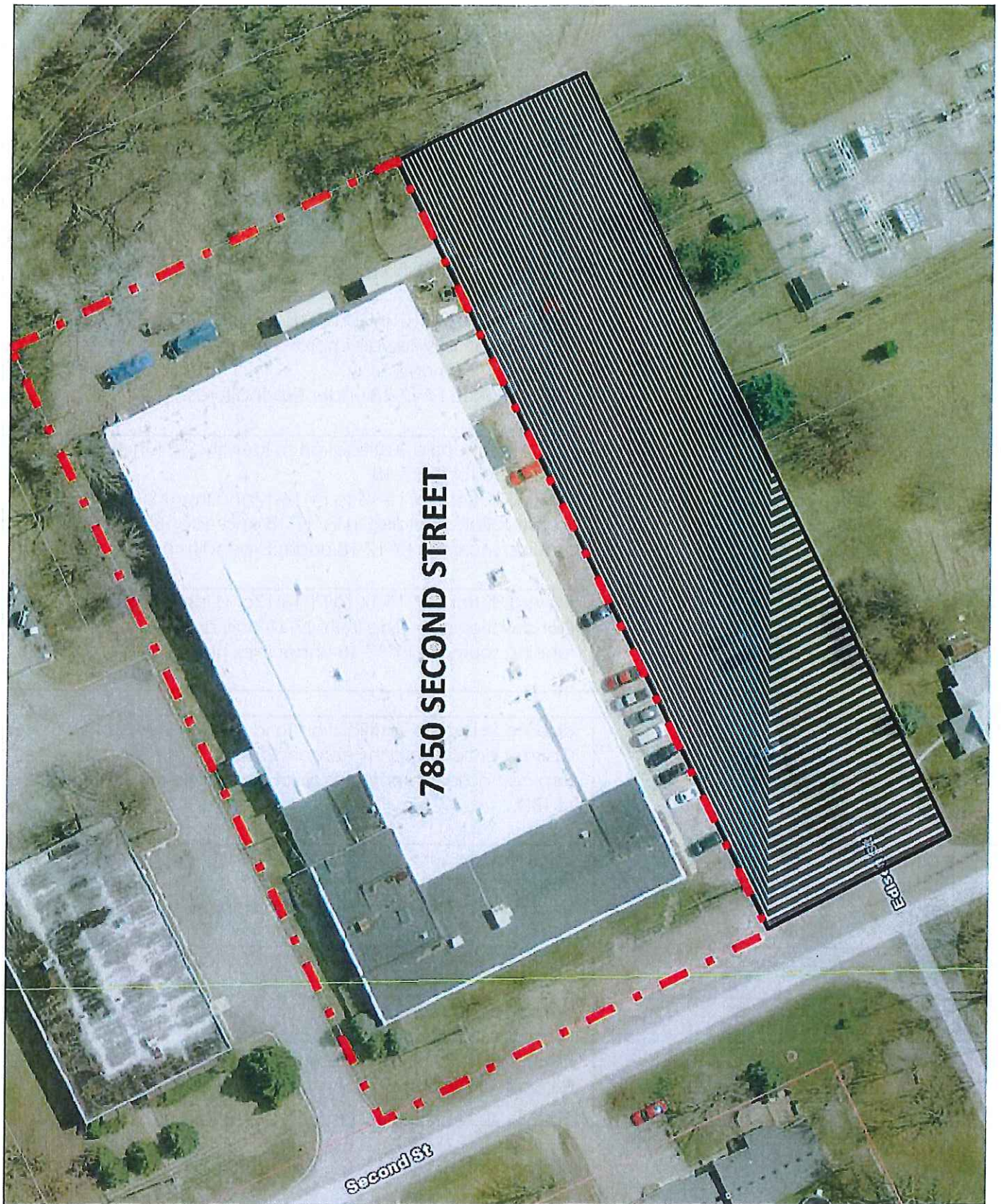
Ayes: Knight, Michels, Tell, Keough

Nays: Smith, Fisher, Carson

Members Absent: None

I further certify that on the 20th day of January 2016, I caused a summary of the regulatory effect of said Ordinance to be published in The Sun Times News, a newspaper circulated in the City of Dexter, and that said Ordinance and the record of publication was duly recorded in the Book of Ordinances of the City of Dexter and is available for public use and inspection at the City of Dexter Offices. The ordinance shall take effect upon publication.

Carol J. Jones, Interim City Clerk



Updates to CIP for FY 2016-2021

Project ID	Project Name	Description of Update
DDA		
1.1	Jeffords Street Extension/Phase II Riverwalk (Forest to Grand)	Update Schedule Justification to identify improvement is tied to the redevelopment of the DAPCO site.
1.11	Downtown Capital Maintenance	Add language and estimated cost to include relocation of dumpster.
1.12	Property Acquisition Payback	Update Expenditures table to show prior year payments and payments going forward.
1.14	DTE Sub-station Decommission/Relocation	Update Schedule Justification to identify that City will front funds and DDA will payback over time. Update Expenditures table regarding costs.
Sidewalks		
3.02	Crosswalk & Barrier Free Improvements	Update Schedule Justification to include ADA compliance-in Dexter Crossing and Huron Farms
3.05	Second Street New Sidwalk Installation	Delete "2,300 LF" and last sentence in Description Insert more recent Location Map. Delete "will be", "12" in Schedule Justification and add "completion of sidewalk improvements will be tied to water main replacements." Move \$95K to FY 17-18 under Expenditures.
3.13	Baker Road Crosswalk at Forest Street	Update Schedule Justification to identify STP funding requested for FY 17-18. Move \$5K from FY 15-16 to FY 16-17 and insert \$30K for Construction spending in FY 17-18 and add TBD as an STP funding source in FY 17-18 under Expenditures.
3.14	Baker Road Crosswalk at Grand Street	Move \$5K from FY 15-16 to FY 16-17 and insert \$30K for Construction spending in FY 17-18 and add TBD as an STP funding source in FY 17-18 under Expenditures.
Facilities		
4.01	City Hall	Update Schedule Justification to identify final report to Council anticipated in February 2016. Replace dollar amounts in Project Cost Detail and Expenditure to TBD.
4.03	Equipment Replacement	Update Schedule Justification to identify the Loader that was purchased in 2015. Update Prior Yrs. Expenditure accordingly.
4.04	DPW Spoils Area Construction	Move \$50K from FY 15-16 to FY 16-17 under Expenditures
4.05	Fire Department Facility	Update Schedule Justification to identify final report to Council anticipated in February 2016. Replace <i>Unknown</i> dollar amount in Project Cost Detail and Expenditure to TBD.

Updates to CIP for FY 2016-2021

Project ID	Project Name	Description of Update
4.06	Street Lighting Upgrades	Delete first sentence under Description. Add \$105K to Prior Yrs. Under Expenditures.
4.08	Mill Creek Park (North) Formerly Warrior Creek Park	Update to identify that the funding source(s) for parking lot improvements will be GO Bond and Other, not the General Fund.
5.01	Zoning Ordinance Update	Update Total Cost to be \$30K. Delete last sentence in Schedule Justification. Delete MEDC Technical Assistance as a funding source and revise the dollar amount coming out of the Genreal Fund to \$30.

Planning/Zoning

5.02	Master Plan Update	Update Total Cost to \$50K.
5.03	Economic Development Report Update	Update Schedule Justification to delete first two sentences and to provide more relavent justification.
5.04	Public Participation Plan	Delete all references to Redevelopment Ready Program. Should this worksheet be removed?
5.05	Marketing Strategy	Delete references to Redevelopment Ready Program. Update Schedule Justification regarding Dexter Visitors Guide. Update Funding Sources and Expenditures.

Streets & Alleys

6.01	Department of Public Works Access Dr.	Remove. Project will be completed with B-2-B Trail.
6.02a	Road Maintenance- Crack Sealing	Update Expenditures to add \$10K to Prior Yrs Spending for FY 15-16 and reduce FY 16-17 expenditure to \$20K.
6.02b	Road Maintenance - Micro-Surfacing/Capesealing	Update Expenditures to add \$360K to Prior Yrs spending for FY 15-16 and reduce FY 16-17 expenditure to \$100K.
6.02c	Road Maintenance - Mill & Overlay	Update Expenditures to add \$355K to Prior Yrs spending for FY 15-16.
6.02d	Road Maintenance - Crush & Shape	Reduce FY 15-16 spending to \$0.
6.03	Central Street Streetscape and Traffic Calming Improvements	Change "Second Street" to "Third Street" under Location Map. Add "TBD" in FY 17-18 for STP-U Funding source.
6.04	Baker Road Streetscape, Pedestrian Improvements	Remove. Streetscape improvements covered under DDA CIP and sidewalk improvements were completed through the Safe Routes to Schools project (Section 10).

Updates to CIP for FY 2016-2021

Project ID	Project Name	Description of Update
6.07	Alle Project (Baker & Broad/ Forest & Grand)	Update Schedule Justification to delete reference to FY 13-14 and 14-15 and replace with a reference tying improvements to the 3045 Broad St and corner of Grand and Baker redevelopment projects.
6.08	Broad Street Reconstruction	This is a new project dealing with the reconstruction of Broad and Third, from 5th St to Central St.
Stormwater		
7.02	Catch Basin Replacement	Update Project Name to add On-going Maintenance in parentheses. Reduce Expenditures to \$10K for FY 16-17, 17-18, 18-19, 19-20, 20-21 and Beyond 21.
7.03	Regional Storm Basin	Update Schedule Justification to indentify this project is tied to Project 7.01, Stormwater Master Plan.
7.04	Baker Road Storm Channel Rehab	Delete first 2 sentences under Schedule Justification. Delete Street Fund Expenditures in FY 17-18 and replace CMI 319 Grant amount to TBD in FY 17-18.
7.05	Fourth Street Storm Sewer	Update Schedule Justification to indentify this project is tied to Project 6.03, Central Street Streetscape and Traffic Calming Improvements.
7.06	Grand Street Storm Sewer	Update Schedule Justification to indentify this project is tied to the 3045 Broad St and corner of Grand and Baker redevelopment projects.
7.07	Storm Outlet Rehab	Update Expenditures to reflect \$30K improvement on Huron St in FY 14-15.
7.08	Bio-retention systems	Update Schedule Justification to indentify this project is tied to Project 7.01, Stormwater Master Plan.
Sanitary Sewer		
8.01	Sanitary Sewer Rehab	Delete all costs associated with Sewer Fund under Expenditures.
8.02	Grand Street Sanitary Main Replacement	Update Schedule Justification to indentify this project is tied to the 3045 Broad St and corner of Grand and Baker redevelopment projects.
8.03	WWTP Property Acquisition	Delete purchase of Canter Project under Project Cost Detail. Add \$78K to Prior Yrs under Expenditures.

Updates to CIP for FY 2016-2021

Project ID	Project Name	Description of Update
8.04	Wastewater System - Equipment Assets	Update Total Cost to \$420K. Update Project Cost Detail and Expenditures to reflect amount that's been spent and anticipated costs.
Water		
9.01	Grand Street New Water Main	Update Schedule Justification to indentify this project is tied to the 3045 Broad St and corner of Grand and Baker redevelopment projects. Delete cost associated with Water Fund in FY 16-17.
9.02	Dan Hoey New Water Main Loop	This may no longer be a vital project. Waiting for additional information.
9.04	Water System- Equipment Assets	Add \$10K to Prior Yrs Expenditures for amount spent in FY 15-16.
9.05	Water System - Building Assets	Delete costs under Expenditures.
Regional Cooperation		
10.01	Baker/Shield Rd Intersection	Update Schedule Justification to relect WCRC funding. Update Expenditures to include \$400K for STP funding in FY 17-18, which carried from 6.02d.
10.03	Border-to-Border Trail Connection	Remove. Project will be completed in Spring 2016.
10.04	Safe Routes 2 Schools New Sidewalk Installations	Remove. Project was completed in 2015.
10.05	Huron Farms Connector	Update Schedule Justification to reflect that City applied for STP funding.
10.07	Wayfinding Signage	Update Expenditures to reflect that no money was spent in FY 15-16.

**OFFICE OF COMMUNITY DEVELOPMENT**8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

STAFF MEMO

To: Chairman Kowalski and Planning Commissioners
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager

Re: Staff and Planning Commissioner comments regarding Use District

Date: December 7, 2015

Attached to this memo you will find staff and Planning Commissioner comments regarding uses districts and other areas of concern in the zoning ordinance.

I look forward to your work session and subsequent discussion.

P2

Michelle Aniol

From: Michelle Aniol <maniol@dextermi.gov>
Sent: Wednesday, October 21, 2015 5:22 PM
To: 'jack donaldson'
Cc: 'Doug Lewan'; Laura Kreps (lkreps@cwaplan.com)
Subject: RE: Zoning Ordinance

Hi Jack,
I forwarded your questions to Doug and Laura, but I also wanted to follow up with you.
Please see comments below:

Michelle Aniol
Community Development Manager

City of Dexter
8140 Main Street
Dexter, MI 48130-1092

734-426-8303 ext. 15 (o)
248-721-5076 (m)

maniol@dextermi.gov
www.dextermi.gov

-----Original Message-----

From: jack donaldson [<mailto:djda2mi@comcast.net>]
Sent: Friday, October 16, 2015 11:48 AM
To: michelle Aniol
Subject: Zoning Ordinance

Michelle here are my comments on the issues raised by Doug and Laura regarding the zoning ordinance. They are in no specific order so they may be hard for you to follow so I apologize in advance.

Should we have an AG (agriculture) zoning district to be used when/if we annex a large parcel if only as a temporary zoning ? Before we establish any zoning district to land outside our boundaries, we would need to Master Plan it first.

The intent section of the C-1 District (14.01) needs to be rewritten. It is unclear and unnecessarily wordy. I agree. In my opinion PUD should reconsidered as a rezoning matter as opposed to an over lay. If a development meets all the conditions of the PUD it is permitted in all districts (see 19.02A) "Mixed Use Developments" should be removed from special uses in all districts. PUD's would seem to serve this provision to have unique combinations of uses. I agree. You should know that I floated this idea to the PC last year before you were appointed. They didn't seem to want to change, but I think we should try again.

The portion of the VR district bounded by the railroad, Fifth St., Central, and Alpine could be changed to VC. Why?

Why do we allow Parking as a permitted use in the PB zoning district but specify "Off Street Parking" in the C-1? Good question. I will do some research to see if this standard was established in 1995 when the zoning ordinance was adopted.

Food establishments should not be limited to 2000 sq.ft. gross area in the VC & CBD. Why?

Eliminate " Restaurant-carryout" as a special use in the CBD & VC. I agree.

Move "Outdoor Seating @ Restaurants only" from the special use to a permitted use in the C-1 district. I agree. The Historic District Overlay should include all of the VC and CBD district. I agree with the CBD, not entirely sure about the VC. It should be discussed though.

What is the purpose of the Special Use R in section 14.03 of the C-1 district? What of the permitted uses would involve a resident manager? I can't answer that, but I've wondered that too. **P3**

In section 3.05 "Home Occupation" should the maximum area be reduced to 10% so it matches the building code provisions for an accessory (incidental) use? We should also consider using the 10% criteria when we attach conditions to special uses. It is my understanding that the 10% requirement in the building code has to do with fire separation. Not sure land use code needs to be the same.

What is the purpose of the last paragraph in section 3.07A. What is it intended to do and what is the interpretation? The provisions of Section 3.07 are to deal with uses that are not listed in any district. This paragraph closes a potential loophole. For example, let say someone wants to do a bed and breakfast in the C-1 district. It's not permitted by right or as a special land use in the C-1 District, however, it is listed as a special land use in the CBD. The last paragraph makes it clear that you Section 3.07A couldn't be used to get a bed and breakfast considered in the C-1 District. We can discuss in more detail at the meeting.

Why are public sidewalks not required in the RD district? I believe sidewalks should be required particularly now as we consider approving the special use for the NULL. It should be discussed.

Section 4.05 Nonconforming Buildings and Structures D. Restrictions on Replacement should contain a statement that "If the damage is in excess of 50% of the assessed value of the building/structure it may not be replaced."

The R1A & R1B districts should include parks/playgrounds as a special use. Generally, you want this type of provision to ensure that a single family home, even if its non-conforming, could be rebuilt. We should discuss this in greater detail.

On site signs should be considered a special use not a permitted use in all zoning districts. Why would we want a sign only on a lot regardless of the zoning district. Let's discuss.

In section 5.02 A1 the dimension for bench seating per person should be 18" to coincide with the provisions of the building code. We should discuss.

The spelling of "marihuana" in section 3.05 B should be "marijuana". From what I read, this was discussed in detail when the provision was established. I'd have to do more research as to why.

In section 5.01 "or" in the first sentence should be "of" Agreed

If you, Doug, or Laura has questions about these comments please contact me. =

Michelle Aniol

From: Heatley, Alison <AHeatley@a2gov.org>
Sent: Monday, November 16, 2015 4:48 PM
To: Kowalski, Matthew; Michelle Aniol
Subject: RE: Zoning Ordinance

Michelle:

These are the comments that Matt and I came up with thus far.

From: Michelle Aniol [<mailto:maniol@dextermi.gov>]
Sent: Thursday, September 24, 2015 10:34 AM
To: Heatley, Alison; Carol Jones; dida2mi@comcast.net; Jim Carty; Jim Smith; Marni Schmid; Kowalski, Matthew; Scott Stewart; Thom Phillips; Tom Stoner
Cc: cnicholls@dextermi.gov; 'Doug Lewan'; Laura Kreps
Subject: RE: Zoning Ordinance
Importance: High

Hello,
 Just a quick follow-up. I don't think it's realistic to expect you all to have gone through the ZO and get comments to me, and then for Doug/Laura to compile them your Oct. meeting. Therefore, take your time and get me your comments by Friday, October 9th. That will give Doug and Laura a little over 2 weeks to compile them and prepare for a discussion in November.

Doug/Laura also sent over some additional questions for our consideration:

- The CBD and VC have essentially all of the same permitted and special land uses. Is this intended?**[Heatley, Alison]** Yes, the differences are important, though we have some questions.
 - o Village Commercial District
 - o Section 15.02
 - o C. Fish are allowed in the VC, but not in the CBD. Why? What's wrong with Fish? Aren't they also a meat?
 - o F. Computer and Internet Services
 - o H. Don't need Post Office listed.
 - o I. Schools, commercial. Karate?
 - o K. Unclear statement.
 - o L. Wouldn't this be part of the site plan? Don't want parking as a principle use.
 - o M. Wouldn't this be part of signs section?
- Should day-care centers continue to be a permitted use in the R-3 district?**[Heatley, Alison]** Yes.
- R-1A and R-1B language regarding farms should reference to Michigan Right to Farm Act.**[Heatley, Alison]** OK.
- A new model ordinance developed by the State of Michigan Mobile Home Commission has been adopted since the City's Mobile Home Park standards were approved. The Planning Commission may want to consider updating based upon the new state standards.**[Heatley, Alison]** OK.
- The intent of the C-1 district should be revamped. It is currently difficult to understand, and the intent is unclear.**[Heatley, Alison]** We agree, the intent makes NO sense. What the heck.

- Private clubs may be considered a special land use in the C-1 district. **[Heatley, Alison]** OK. Is there a P5 definition of private club.
- We question why outdoor seating is a special land use in the C-1 district. If the intent is to encourage this type of use, it should be permitted. **[Heatley, Alison]** OK.
- Mixed-use developments are listed as a special land use in the C-1 district; however, they are not defined. **[Heatley, Alison]** OK, needs definition.
- A theatre/cinema is listed as a permitted use in the VC district. This intensity of use may be a better fit as a special land use. **[Heatley, Alison]** Agreed. (perhaps a distinction between a movie theatre and a live action theatre is needed. Also, size should be considered as a way to distinguish). **[Heatley, Alison]** Size does matter.
- The CBD allows for a 2,000 square foot food establishment as a permitted use; this floor area is too small for a grocery store. The average full-scale grocery store is 50,000 square feet or larger. A Trader Joe's or smaller grocery outfit averages 12,000 square feet of floor area. If a grocery store is intended, the floor area allowed will have to be modified. **[Heatley, Alison]** OK, up to 20,000 SF as permitted use.
- The Historic Overlay District (HOD) only incorporates a small portion of the VC and CBD areas (southeast portion); it does not include the entire CBD district. **[Heatley, Alison]** Should be expanded.
- Baker Road Corridor Overlay indicates it is a "mixed-use" corridor, but again there is no definition or elaboration on the intent of "mixed-use". **[Heatley, Alison]** We need a definition of mixed-use. Baker Road Corridor Plan needs to be revisited.
- In both the I-1 and RD districts beer brewing, tasting, etc. should be added to the list of uses. **[Heatley, Alison]** OK. Definition expanded to include distillery?
- Section 17.04 will also need to be revised, as "taverns" are listed as a forbidden use within the RD district. **[Heatley, Alison]** Why do we list forbidden uses as opposed to allowed uses?

Let me know if you have any questions or comments.

Thanks!

Michelle Aniol

Community Development Manager

City of Dexter
8140 Main Street
Dexter, MI 48130-1092

734-426-8303 ext. 15 (o)
248-721-5076 (m)

maniol@dextermi.gov
www.dextermi.gov

From: Michelle Aniol [<mailto:maniol@dextermi.gov>]

Sent: Thursday, September 17, 2015 1:44 PM

To: Alison Heatley; Carol Jones (DEXTERCOFC@aol.com); dlda2mi@comcast.net; Jim Carty; Jim Smith (jdsmith886@yahoo.com); Marni Schmid (marni@dexterpharmacy.com); Matt Kowalski (mkowalski@a2gov.org); Scott Stewart (sfs8556@yahoo.com); Thom Phillips (tphillips@hobbs-black.com); Tom Stoner

Cc: Courtney Nicholls (cnicholls@dextermi.gov) (cnicholls@dextermi.gov)

Subject: Zoning Ordinance

Importance: High

Greetings Planning Commissioners!

Hope you are enjoying this beautiful day. I will be delivering a hard copies of the zoning ordinance this afternoon. For those of you who weren't able to attend the meeting, Doug Lewan explained that a review of each district should be completed by the Planning Commission.

In reviewing each district, you should be asking the following:

- Are all uses represented?
- Are there uses that are no longer applicable to the district?

Based on his initial review, Doug suggested the following items for discussion purposes:

- Should public parks/playgrounds be listed as a permitted or special land use in the R-1A and R-1B districts? **[Heatley, Alison]** Should be listed as a permitted use.
- Should family day care homes and outdoor eating areas be allowed as permitted or special uses in the VR district? **[Heatley, Alison]** Both permitted in the VR.
- Signs are listed as a permitted use in the RM, C-1, PB, VC, CBD, I-1, and RD districts – this should be omitted unless the intent is to allow signage on a property without a principal structure being present. **[Heatley, Alison]** Agreed. No signs as a principal use.
- Parking is also listed as a permitted use in the C-1, PB, VC, CBD, I-1, and RD districts – this should be omitted unless the intent is to allow parking lots without a principal structure being present. **[Heatley, Alison]** Agreed.
- We question why "Restaurants, Carry-out" are a special land use in the CBD. "Restaurants, Sit down" are a permitted use. **[Heatley, Alison]** Carry out ok.

Staff asked about granny-flats, accessory detached dwelling units, etc. You may have your own ideas. **[Heatley, Alison]** Granny-flats/Accessory dwelling units require more definition. E.g., detached dwellings units with certain standards (parcel size). In addition, you will also need to consider whether continuing to allow PUD development as an overlay district is warranted, or if PUDs should be treated as a rezoning. **[Heatley, Alison]** No overlay districts; just PUD zoning district. Either way is acceptable; however, utilizing PUD as a zoning district will simplify the zoning map further. **[Heatley, Alison]** Agreed.

Be sure to send me your suggestions, comments so I can forward them to Doug and Laura. They will compile the notes and bring them back for a discussion, most likely in November.

As always, if you have any questions or comments, please don't hesitate to contact me.

Michelle Aniol

Community Development Manager

City of Dexter
8140 Main Street
Dexter, MI 48130-1092

734-426-8303 ext. 15 (o)
248-721-5076 (m)

maniol@dextermi.gov
www.dextermi.gov

THIS PAGE IS INTENTIONALLY BLANK



Michigan

OFFICE OF COMMUNITY DEVELOPMENT

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

Memorandum

To: Doug Lewan and Laura Kreps

From: Michelle Aniol, Community Development Manager

Re: Permitted and Special Land Uses for ZO Update

Date: October 15, 2015

Review of permitted and special land uses questions:

- The CBD and VC have essentially all of the same permitted and special land uses. Is this intended? The difference between the two districts isn't uses; it's form, scale and massing. Here are my thoughts for uses in the CBD and VC districts:

Use	Description	
Attached Residential	Duplexes (side-by-side or stacked), triplexes, fourplexes, bungalow court, townhouses, row houses, live/work flexhouses and courtyard apartments.	PP in CBD, VC, VR, in context with scale and massing, and R-3
Mixed use	Retail/commercial at the pedestrian level and residential/offices above.	PP in CBD, VC,
Home Occupations		PP in CBD, VC,
Nursing and convalescent homes		PP in VC
Senior housing		SLU in CBD, VC,
State licensed adult and child residential care facilities	Family foster care/family home, group foster care or family group home, adult foster care home, adult foster care small group home, adult foster care large group home, adult day.	PP in CBD, VC,
Adult and child care facilities	Child care center/day care center, family day care home, and housing for the elderly and adult day care facility.	SLU in the CBD and VC
Banquet, conference, dance, lodge and union halls and private clubs		SLU in CBD, VC,
Health and fitness		SLU in CBD, VC
Theatres, movie and live performance		SLU in CBD, VC, in context with scale and

		massing
Finance, medical and professional office and research and development	Banks, S&L, Credit Unions and similar, without drive through, as a permitted use; as a special use with drive through. ATM's Business service establishment Drs offices Professional services Newspaper and publisher's office Photography studio, galleries, dance, music and other similar uses	PP in CBD, VC without drive through, SLU for any drive through
Retail	Convenience stores without gas station service, dry cleaners (retail outlet only), Funeral homes, mortuaries, garden centers, hardware stores, outdoor display, sales and storage, personal service establishments, video rental (if there is even a market for this anymore),	PP in CBD and VC with the exception of funeral homes, mortuaries, outdoor display, sales and storage, which would be SLU
Lodging	Bed and Breakfast Inns Hotels/Motels, with convention/meeting facilities and restaurants, as accessory uses	PP CBD, VC,
Food and beverage	Restaurants, including dine-in and/or carry-out, deli's, fast-casual, outdoor seating, and microbreweries, as an accessory use. Bars, taverns, lounges, and brewpubs	PP in CBD, VC. We can establish development standards as well. SLU om CBD and VC
Religious Institutions	Churches, temples, and other places of worship or public assembly	SLU in all districts, with the exception of I-1 and RD
Essential public services		SLU in all districts
Public and quasi-public institutional buildings/structures/uses	Government, schools, non-profit orgs and post office, not including warehouse or storage buildings customarily associated with public services/works.	SLU in all districts
Service establishments	Office/workshop/retail outlet or showroom, such as, but not limited to plumbing, electrician, interior decorating, dressmaking, tailoring, upholstering, home applicant and other similar establishments	PP in CBD, VC,
Small Animal clinics		SLU in CBD, VC

Accessory buildings/structures/uses	Customarily incidental to any principal use and special land use in the district	
-------------------------------------	--	--

Section 15.03, sub-section K calls for all buildings over 10,000 sq. ft. of gross floor area to require a special use permit. This standard should be removed.

- Should day-care centers continue to be a permitted use in the R-3 district? Yes
- R-1A and R-1B language regarding farms should reference to Michigan Right to Farm Act, Yes
- A new model ordinance developed by the State of Michigan Mobile Home Commission has been adopted since the City's Mobile Home Park standards were approved. The Planning Commission may want to consider updating based upon the new state standards. Yes
- The intent of the C-1 district should be revamped. It is currently difficult to understand, and the intent is unclear. Yes

C-1 should allow the following uses:

Mixed use	Retail/office/commercial at the pedestrian level and attached residential/offices above.	
Finance, medical and professional office and research and development	Banks, S&L, Credit Unions and similar, without drive through, as a permitted use; as a special use with drive through. ATM's Business service establishment Drs offices Professional services Newspaper and publisher's office Photography studio, galleries, dance, music and other similar uses	
Retail	Convenience stores with and without gas station service, dry cleaners, Funeral homes, mortuaries, crematoriums, garden centers, hardware stores, outdoor display, sales and storage, personal service establishments, video rental (if there is even a market for this anymore),	C-stores with gas stations, funeral homes, mortuaries and crematories, indoor and outdoor recreation, automobile service stations, new and used automobile dealerships, adult regulated uses, car washes, as SLU in C-1
Lodging	Bed and Breakfast Inns	

	Hotels/Motels, with convention/meeting facilities and restaurants, as accessory uses	
Food and beverage	Restaurants, including dine-in, drive-through, and/or carry-out, deli's, fast-casual, outdoor seating, and microbreweries, as an accessory use. Bars, taverns, lounges, and brewpubs	Drive-in or drive through restaurants, bars, taverns, lounges, accessory microbreweries and brewpubs, as special land uses. Outdoor seating as a permitted use with development standards.
Religious Institutions	Churches, temples, and other places of worship or public assembly	Special land use
Essential public services		Special land use
Public and quasi-public institutional buildings/structures/uses	Government, schools, non-profit orgs and post office, not including warehouse or storage buildings customarily associated with public services/works.	Special land use
Service establishments	Office/workshop/retail outlet or showroom, such as, but not limited to plumbing, electrician, interior decorating, dressmaking, tailoring, upholstering, home appliance and other similar establishments	
Small Animal clinics		
Accessory buildings/structures/uses	Customarily incidental to any principal use and special land use in the district	

- Private clubs may be considered a special land use in the C-1 district. What reasons do you have for changing it from a principal use?
- We question why outdoor seating is a special land use in the C-1 district. If the intent is to encourage this type of use, it should be permitted. Yes.
- Mixed-use developments are listed as a special land use in the C-1 district; however, they are not defined. I've included a description, which we can build upon.
- A theatre/cinema is listed as a permitted use in the VC district. This intensity of use may be a better fit as a special land use. (perhaps a distinction between a movie theatre and a live action theatre)

is needed. Also, size should be considered as a way to distinguish). This is a form, scale and massing issue. Additionally, we can establish development standards to address the maximum square footage for a theatre/cinema in both the CBD and VC districts.

- The CBD allows for a 2,000 square foot food establishment as a permitted use; this floor area is too small for a grocery store. The average full-scale grocery store is 50,000 square feet or larger. A Trader Joe's or smaller grocery outfit averages 12,000 square feet of floor area. If a grocery store is intended, the floor area allowed will have to be modified. What was the square footage of the old Busch's? That should be the maximum allowed for retail in the CBD and VC.
- The Historic Overlay District (HOD) only incorporates a small portion of the VC and CBD areas (southeast portion); it does not include the entire CBD district. I noticed this. We should ask the Planning Commission why. I don't have any history, but will see what I can find.
- Baker Road Corridor Overlay indicates it is a "mixed-use" corridor, but again there is no definition or elaboration on the intent of "mixed-use". See comments above.
- In both the I-1 and RD districts beer brewing, tasting, etc. should be added to the list of uses. We should hold off on this until NUBC plays out.

Section 17.04 will also need to be revised, as "taverns" are listed as a forbidden use within the RD district.

Other comments:

Detached Residential	SF detached dwelling units Granny flats, accessory apartments	PP in R-1A and R-1B, R-3, VR SLU in the R-1A, R-1B, and VR
Mixed use	Retail/commercial at the pedestrian level and residential/offices above.	PP VR, in context with scale and massing; C-1, with form regulations



CARLISLE

WORTMAN

associates, inc.

605 S. Main Street, Ste. 1
Ann Arbor, MI 48104(734) 662-2200
(734) 662-1935 FaxMEMORANDUM

TO: City of Dexter Planning Commission
Michelle Aniol, Community Development Manager

FROM: Douglas J. Lewan, City Planner
Laura K. Kreps, City Planner

DATE: December 1, 2015

RE: District Use Table

Attached to this memorandum, you will find a DRAFT District Use Table denoting the various uses to be allowed as permitted or special land uses in the various zoning districts. This Table is based on the existing district regulations, as well as comments received by staff and Planning Commission members.

Specific use standards will be modified/drafted in accordance with the uses listed on the proposed table, once staff and the Planning Commission is comfortable that the listing is complete. If specific standards are not warranted for a particular use, all terms will be reviewed and defined (as part of the definitions section) as necessary.

Highlighted rows are typical uses found in zoning ordinances that are not currently listed in any district, or uses that warrant additional consideration/discussion. Accessory uses can also be added to this table. In your review of the table, please consider the following:

- Are all uses relevant to the City represented?
- Are there uses listed that would not be necessary to list specifically?
- Are the uses listed as permitted or special appropriate based on the district and use type?

We look forward to discussing the District Use Table at an upcoming Planning Commission meeting/worksession.

Sincerely,

CARLISLE/WORTMAN ASSOC., INC.
Douglas J. Lewan, PCP, AICP
Principal

CARLISLE/WORTMAN ASSOC., INC.
Laura K. Kreps, AICP
Associate

District Use Table

Use Category	Districts												Specific Use Standard (Chapter, Section)
	Residential					Commercial				Industrial			
	R-1A	R-1B	VR	R-3	MHP	C-1	PB	VC	CBD	I-1	RD	PP	
Agricultural													
Farm Operations	P	P											
Community Gardens	S	S	S	S									
Residential													
Accessory Dwelling Units	S	S	S										
Bed and breakfast	S	S	S	S		P		S	S				
Dwellings, Multiple-family / Two-Family			P	P				P	P				
Dwellings, Multiple-family (on upper floors only in a mixed-use building)						S	S	P	P				
Dwellings, One-family detached	P	P	P										
Dwellings, One-family attached			P	P				P	P				
Home occupations	P	P	P										
Medical Marijuana Home Occupations	S	S	S										
Manufactured Housing Communities					P								
Planned Unit Developments													
Senior assisted living / independent living			S	P				S	S				
Recreation													
Noncommercial parks, and recreational facilities			S	S									
Indoor Commercial Recreational Facility						S			S				
Outdoor Commercial Recreational Facility												P	
Commercial marinas, boat launching facilities, and similar water related uses												S	

District Use Table

Use Category	Districts												Specific Use Standard (Chapter, Section)
	Residential					Commercial				Industrial			
	R-1A	R-1B	VR	R-3	MHP	C-1	PB	VC	CBD	I-1	RD	PP	
Institutional / Cultural													
Adult day care center				P			P	S	S				
Adult day care family home	P	P	P	P	P			P	P				
Adult foster care, Congregate Facility				P			P	S	S				
Adult foster care Family Home	P	P	P	P	P			P	P				
Adult foster care Large Group Home	P	P	P	P	P								
Adult foster care, Small Group Home	P	P	P	P	P			P	P				
Cemetery	S	S	S										
Convalescent centers / congregate care			S	P				P					
Day Care Centers and Preschools			S	P			P	S	S				
Child day care family home	P	P	P	P	P								
Child day care group homes	P	P	P	P	P								
Child foster care family home	P	P	P	P	P								
Child foster care group home	P	P	P	P	P								
Fine and performing arts facilities						P	P	P	P				
Government Buildings	S	S	S	S	S	S	P	P	P				
Hospitals													
Places of worship	S	S	S	S	S	S	S	S	S				
Post-secondary schools (technical, colleges, business schools)				S		P		S					
Primary / secondary schools													
Minor Essential Services (no outdoor storage facilities)	S	S	S			S	S			P			

District Use Table

Use Category	Districts												Specific Use Standard (Chapter, Section)
	Residential					Commercial				Industrial			
	R-1A	R-1B	VR	R-3	MHP	C-1	PB	VC	CBD	I-1	RD	PP	
Major Essential Services (with outdoor storage)						S	S			S			
Commercial WECS													
On-Site WECS (attached to roof or free-standing under 30')													
On-Site WECS (31' and Over)													
Solar Energy System (Building Mounted)													
Solar Energy System (Ground Mounted)													
Retail, Entertainment, and Service													
Adult Regulated Uses						S							
Bar / Lounge / Tavern / Brew Pub						S		S	S				
Building material sales / Garden Centers													
Conference, meeting and banquet facilities						S		S	S				
Dance, martial arts, music, and art studios						P		S					
Drive-through facilities						S		S	S				
Financial institutions						P	P	P	P				
Health fitness centers / athletic clubs								S	S		S		
Kennels													
Lodging						S							
Funeral Home / Mortuary			S	S		S	S						
Outdoor Display, subordinate to principal use						S				S			
Open Air Business						S							

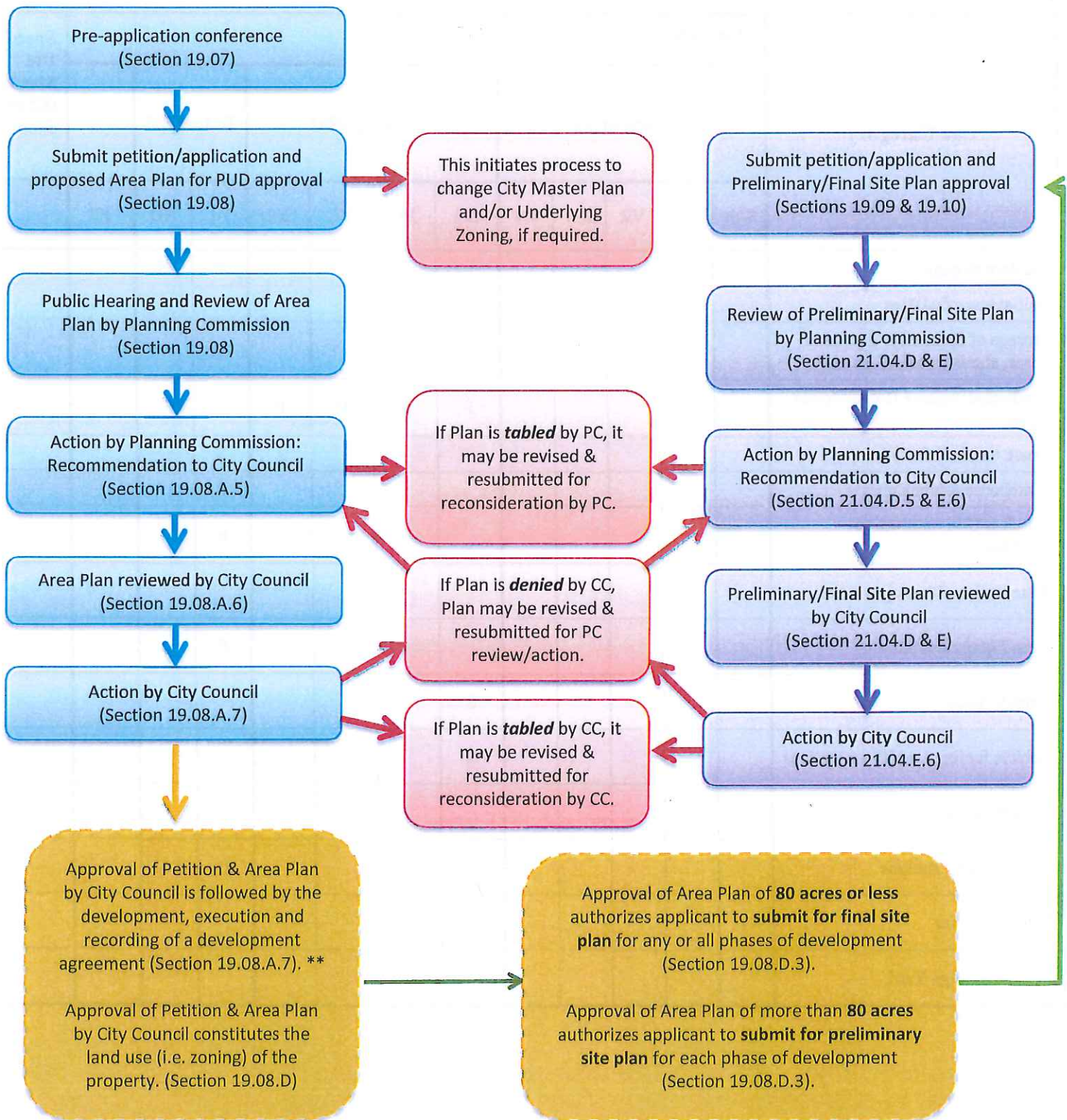
District Use Table

Use Category	Districts												Specific Use Standard (Chapter, Section)
	Residential					Commercial				Industrial			
	R-1A	R-1B	VR	R-3	MHP	C-1	PB	VC	CBD	I-1	RD	PP	
Outdoor Storage						S							
Outdoor Seating						P		P	P				
Personal services						P	P	P	P				
Private Clubs, Fraternal Organizations and Lodge Halls						P		S					
Restaurants						P		P	P				
Retail, general						P		P	P				
Retail, large-scale						S		S	S				
Theaters								S	S				
Office													
Business services						P	S	S	S				
Data processing and computing centers						P	P	P					
Medical Clinics													
Laboratories										P	P		
Offices, general			S			P	P	P	P				
Professional and medical offices						P	P	P	P				
Small animal clinic						S		S	S				
Industrial													
Research, design and pilot or experimental product development										P	P		
Central dry cleaning / laundry plants						S				P			
Contractor's Yard													
Food processing / Beer, wine, alcoholic beverage manufacturing											P		
Light Manufacturing and assembly										P	P		
Material distribution facilities										P	P		
Recycling Centers											S		

District Use Table

Use Category	Districts												Specific Use Standard (Chapter, Section)
	Residential					Commercial				Industrial			
	R-1A	R-1B	VR	R-3	MHP	C-1	PB	VC	CBD	I-1	RD	PP	
Outdoor storage										S	S		
Self-storage facilities													
Storage of flammable liquids or gases, above or below ground													
Trade contractors / Home service repair						P	S	P	P				
Truck terminal facilities										S			
Warehouse establishments										S			
Wireless Communication Facilities										S			
Automotive / Transportation													
Farm Equipment Sales										P			
Vehicle Sales						S							
Vehicle fueling / multi-use stations						S							
Vehicle rental													
Vehicle repair stations										P			
Vehicle washes						S							
Vehicle Storage Yard													

CURRENT Article 19 Planned Unit Development Process



**Staff is of the opinion that the development agreement may be amended to include development project details following final site plan review.